

# Neal Smith National Wildlife Refuge

## 2019 Environmental Outreach Internship

**Location:** The position will be based out of [Neal Smith National Wildlife Refuge](#), located 20 miles east of Des Moines. The Refuge, managed by the U.S. Fish and Wildlife Service, features approximately 6,000 acres of endangered tallgrass prairie and oak savanna habitat.



**Position:** The Refuge promotes tallgrass prairie habitat in Central Iowa through education, outreach, and the planting of native flowers and seeds. The outreach intern will assist Refuge staff in performing various duties related to environmental outreach, pollinator education and habitat creation.

**Duties:** Internship duties will include, but are not limited to:

- Educating the public about tallgrass prairie, pollinators, and other environmental topics through outreach programs (presentations, festival/farmers market attendance, school group programs, etc.)
- Assisting planning, planting and monitoring pollinator gardens through the Refuge's "People for Pollinators" program
- Drafting articles, news releases, or lesson plans to explain the importance of tallgrass prairie, native wildlife and the Refuge

**Benefits:** The Internship will run **12 weeks**. Timing is **May-July**, with some flexibility for start and end dates. The intern will receive a stipend of \$400 per 40 hour week (**\$10/hour**). Payment and employment will be through the Friends of Neal Smith National Wildlife Refuge. Housing is not provided, but staff can provide information on local short-term rental options. Refuge staff will work with students to fulfill internship credit requirements at individual universities.

**Qualifications:** Any qualified person 18 years or older with a valid driver's license is eligible (including non-students). Applicants should have an interest in pollinators/tallgrass prairie. Public speaking and outreach experience are strongly preferred. Although 40 hours per week can be guaranteed, schedule and hour flexibility are required, including some mornings/evenings and weekends. Applicants should be willing to do physical tasks outside during hot, humid weather.



**To Apply:** Submit the following by **11:59PM March 31st**: 1) a one-page **cover letter** highlighting your qualifications and describing why you would like to participate in this internship and what you hope to gain from this experience, 2) a **resume** noting education, experience, and skills, including **3 references** with contact information, and 3) a **letter of recommendation** written by an educator or employer.

**Send application materials/questions to:** Patrick Bryant at [patrick\\_bryant@fws.gov](mailto:patrick_bryant@fws.gov) or (515) 994-3402

Friends of Neal Smith National Wildlife Refuge is an Equal Opportunity Employer