



Neal Smith National Wildlife Refuge 2019 Spring and Summer Visitor Services/Environmental Education Internship

Location: Neal Smith National Wildlife Refuge is located 20 miles east of Des Moines, Iowa. The Refuge consists of 5,600 acres, most of which has been returned to prairie. Bison and elk roam an 800 acre enclosure and white-tail deer, badgers, coyotes, owls, songbirds, and many other animals wander throughout the Refuge. Hundreds of plants make up the prairie landscape and create an ever-changing kaleidoscope of color. Interns will have a fantastic opportunity to explore this endangered ecosystem.



Duties: Interns will assist staff in a diversity of projects including, but not limited to: environmental education, curriculum development, interpretive program development and presentation, interpretive poster design, maintaining and staffing the Visitor Center, planning and facilitating special events, and limited trail maintenance.



Benefits: The internships will generally run 9 - 12 weeks, working 40 hours per week but may be extended. Internships are currently being offered for **Spring 2019 (April – June) and Summer 2019 (June – August)**. Interns will receive a stipend of \$3600 to \$4800, or \$10 per hour, for 9-12 weeks respectively. Refuge staff will work with students to fulfill internship credit requirements at individual universities, including assigning independent projects. Housing is not provided. There are several rental opportunities in the local area.

Qualifications: Anyone interested in applying should be able to work independently or in small groups, have excellent verbal/writing skills, and have a background in environmental education, interpretation or a related field. Candidates must also currently live in the United States. Basic computer skills and a valid driver's license are required.

To Apply: For spring and summer internships, the following must be received by **February 9, 2019**: 1) a one-page cover letter describing personal background and interests, 2) a detailed resume noting education, experience, skills, and including three references and their phone numbers 3) unofficial college transcripts, 4) a letter of recommendation including the name, affiliation, address, telephone, and email address of the person writing the letter. Information should be sent to: **Nancy Corona, Visitor Services Manager, via email to Nancy_corona@fws.gov.**

For additional information, contact Nancy Corona at (515) 994-3400 or Nancy_corona@fws.gov or go to www.fws.gov/refuge/neal_smith.