



Intern Application

Southeast Louisiana National Wildlife Refuges Complex (Visitor Services)

61389 Hwy 434, Lacombe, LA 70445

(985) 882-2000

Position Title

Environmental Education Intern

*** *Completion of this 12-week internship **DOES NOT** guarantee a permanent job with the US Fish and Wildlife Service.*

Site Name

Southeast Louisiana National Wildlife Refuges Complex

Site Description

The Southeast Louisiana National Wildlife Refuges Complex is made up of eight National Wildlife Refuges. These refuges are representative of the rich and varied habitat and wildlife resources of the coastal region of the state. They are part of the National Wildlife Refuge System, a network of over 550 refuges throughout the country that are administered by the U.S. Fish & Wildlife Service. The mission of the National Wildlife Refuge System is to administer a national network of lands and waters for the conservation, management and where appropriate, restoration of the fish, wildlife and plant resources and their habitats within the United States for the benefit of present and future generations of Americans.

This position will serve alongside the education/visitor services staff at Bayou Sauvage National Wildlife Refuge, a 20,300 acre area located within the city limits of New Orleans, and Big Branch Marsh National Wildlife, an 18,000 acre refuge on the north shore of Lake Pontchartrain. Both refuges are part of the Southeast Louisiana Refuges Complex. The headquarters, as well as intern housing, are located on 110 beautiful wooded acres of the Lake Pontchartrain Northshore in Lacombe, Louisiana. Lacombe is a small town which is about a 45 minute drive from New Orleans and about 15 minutes away from both the towns of Slidell and Mandeville, which offer a myriad of shopping, restaurants and entertainment options. Mandeville also offers a beautiful view of Lake Pontchartrain with paved paths for walking, jogging and biking.

Position Description

Deliver formal environmental education programs on the refuges and in area classrooms (50%); lead public canoe and natural history tours (20%); develop educational and interpretation programs for students and/or general public (15%); staff visitor center (10%); and prepare for and staff special outreach events on the refuges and in the community(5%).

Environmental education programs will include intensive, hands-on programs on the refuges, as well as classroom presentations in schools throughout metropolitan New Orleans and its suburbs. Visitor center duties could include: greet visitors, provide refuge and local information, answer telephones, answer visitor questions, respond to visitor correspondences, distribute brochures, operate cash register to sell bookstore items, stock bookstore supplies and brochures and operate some audio/visual equipment. Canoeing tours take place on a slow moving local bayou. An interpretative program is already developed which the intern will present to the public during five stops from the landing till the turn around point of Lake Pontchartrain.

** Intern must have reliable transportation.*

Training Provided

Self paced *Meaningful Interpretation* course; US Fish and Wildlife Service computer policy training; intern will shadow Park Rangers on classroom and on-refuge EE programs until they become familiar with the material; canoe trailer practice and canoeing basics can be taught as needed; intern may accompany biological and managerial staff on refuge education projects to learn Louisiana flora and fauna.

Educational/Recreational Opportunities

New Orleans is 45 minutes away and offers a variety of cultural and culinary delights.

Work Days and Pay

Intern will work five consecutive days per week, with two days off. Schedule to be determined upon arrival and based on need. Usual schedule is Tuesday through Saturday 8:00 am till 4:30 pm.

Skills Required

Intern should have good communication skills; an interest in and ability to learn about area history and natural resources; a desire to share knowledge with visiting public and work with others, including children; good people skills; desire to conduct informal education programs; valid driver's license; and ability and willingness to undergo a required criminal history background check.

Skills Desired

Experience with public speaking and designing environmental education activities is beneficial, but not necessary. Training is provided in interpretive techniques to effectively present information to visitors. A flexibility to handle variations in routine due to shifting priorities and visitor needs is appreciated. This position will provide a motivated person the opportunity to spread his/her appreciation of the natural world to many refuge visitors.

Directions

The site is located off exit #74 off I-12 between Mandeville and Slidell, Louisiana. It is approximately 45 minutes from New Orleans and three hours from Pensacola, Florida.

Description of Housing

Housing is bunkhouse with 3 bedrooms, large kitchen and living area. There are laundry facilities on site too. The bunkhouse is located on a beautifully wooded 110 acres with a rich history as a formal gardens, priest seminary and boy's school. The site is now owned and operated by the US Fish and Wildlife Service, as the headquarters for eight National Wildlife Refuges throughout southeast Louisiana.

Contact Information

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