

## **Announcement- Paid Internship Part-Time Watershed Outreach Intern- Fall 2011**

### **Internship Description**

Part-time, temporary, paid internship position, assisting Alameda County Resource Conservation District (RCD) staff with outreach and citizen involvement events that focus on storm water pollution prevention and watershed enhancement. Public outreach events involve setting up and working at a booth to interact with and educate the public on what they can do to prevent storm water pollution. Citizen involvement events involve working with local community and school groups to enhance specific adopt-a-spot sites in Alameda County by installing and maintaining native plants in creek settings, picking up trash, removing invasive species and educating volunteers.

Must be able to work independently, be comfortable speaking to and interacting with the public, and have an inspiring and positive attitude. Must be physically capable of doing hands-on stewardship work in an outdoor setting. Coursework in environmental studies or natural sciences and experience working with/educating the public are preferred for this position. This position is considered to be entry-level, with complete training provided. The position will work as an assistant to RCD staff and also with other team members. Ideal position for a college student.

The term of the internship is September 1, 2011 – November 30 2011. Hours per week will vary, depending on event schedules, but will average 20-32 hours a month (varying from 4-12 hours a week). Must be available for weekend work (a large portion of this position will involve working at events on Fridays, Saturdays, and Sundays). Possibility of continuing position into Spring if funding allows.

### **Duties**

- Assist with any administrative/organizational tasks necessary to carry out outreach and citizen involvement events.
- Travel from your home directly to public outreach events on specified weekends to set up and work a booth, using materials and hand-outs provided by RCD.
- Assist RCD staff with conducting citizen involvement clean-up and native planting events.
- May be asked to occasionally assist other RCD staff with other tasks related to conservation activities of the RCD (optional work).

### **Position Requirements**

- Understanding of environmental concepts related to watersheds, water pollution and conservation; college-level environmental studies/science courses preferred.
- Willing to learn program concepts and then educate the public in program concepts in an appropriate manner; experience in presenting educational materials and/or programs a plus.
- Strong oral communication skills.
- Excellent organizational skills; organized, neat, punctual, detail oriented, self-motivated.
- Experience working as part of a team or group; good interpersonal communication skills, flexible.
- Able to lift equipment up to 50 lbs. Able to work outdoors doing planting and cleanups along creeks.
- Need secure space to store several boxes of supplies at home.
- Must have reliable car (with capacity to transport bulky materials), auto insurance, valid CDL.
- Able to work on specified weekends, start work early AM, arrive on time, navigate way to events throughout Alameda County. May work some hours at RCD office in Livermore.
- Must have computer with daily, reliable access to internet, and phone for program communications.

### **Additional Information**

Hiring timeframe: position posted 7/1/11, open until filled.

Compensation: \$18 per hour, plus mileage reimbursement. No benefits.

Hours: average of 4-12 hours per week; a few weeks may have a maximum of 18 hours/week.

Duration: September 1, 2011 – November 30, 2011

Hiring requirements: applicant provides DMV printout, proof of insurance, resume with 3 references.

To apply: If you have the necessary qualifications outlined above, please email your resume to:

Cynthia Butler, ACRCO Stormwater Outreach Coordinator at [cynthiabutler99@hotmail.com](mailto:cynthiabutler99@hotmail.com) (925) 245-1199

This is a part-time, temporary, seasonal internship with the Alameda County Resource Conservation District, Livermore, CA. It is funded by the Alameda County Clean Water Program. [www.acrcd.org](http://www.acrcd.org)