



## Friends of the St. Clair River Field Internship Position Description

**Reports to:** Executive Director/President

**Employment:** Part-time, Temporary

**Experience:** College enrollment/Recent Grad

**Application deadline:** March 31 annually

**Location:** St. Clair County

**Compensation:** TBD

**Hours:** 10-25 hours/week, flexible

### Position Description

Friends of the St. Clair River is Michigan's Thumb Coast largest environmental non-profit organization serving St. Clair County since 2007. Our work includes river restoration, environmental monitoring, land care, invasive species removal and environmental education. We value the rich natural resources of our watershed and are committed to improving the quality of life for all people, plants and wildlife within its boundaries.

This position provides experience with a dynamic and diverse, growing environmental organization while ensuring Friends of the St. Clair River's programs and operations have adequate support. This position is designed to develop skills appropriate within an environmental field, gain knowledge about watershed health, and to become a communicator for St. Clair County's natural resources.

Specific duties include communication & outreach; environmental education; data collection and synthesis; and field work. This candidate will engage residents in programs on land and in water, and environmental education, land care and other data collection and interpretation projects as needed. This position participates in natural resource protection and restoration in both urban and rural settings and private and public spaces. This position works alongside, and occasionally leading, volunteer groups of various sizes and ages. Training is ongoing throughout the internship.

### Primary Duties

- Assist with environmental monitoring; participate in stewardship workdays, and other field work
- Work with staff to inventory, collect, synthesize, manage and communicate ecological and land care data through photographs, maps, presentations, videos, spreadsheets and other forms of communication
- Connect with community partners to collect data and results and enter data into databases
- Develop content for print, website, reports, social media and newsletters
- Prepare materials and activities and deliver programming

### Qualifications

- Current college enrollment or recent college graduate; related fields include natural sciences, natural resources, ecology/biology/entomology, environmental science, horticulture, sustainability
- Strong communication skills, self-motivation and an ability to work independently
- Excellent written and oral communication skills; along with a friendly, outgoing personality
- Previous experience working with volunteers or volunteering is preferred
- Must have basic computer skills including spreadsheets, PowerPoint and data entry; proficiency with social networking platforms
- Must have a valid Michigan driver's license and reliable transportation
- Must be in good physical condition, able to wear waders; move about for extended periods of time on uneven, rough terrain; and tolerate a wide range of weather conditions

### Apply

Online application: <https://form.jotform.com/201274600885151>

Mail to: Friends of the St. Clair River, P.O. Box 611496, Port Huron, MI 48061

Email: [info@scriver.org](mailto:info@scriver.org)