



HARTLEY NATURE CENTER

EDUCATION INTERN JOB DESCRIPTION PRACTICUM POSITION

Duties:

- 150 hour commitment Fall (Sept- Dec) *or* Spring (late Jan-May)
- Interns in the Practicum program must dedicate **1 full work day** or **2 half days/week** at Center
 1. Teach field classes to a variety of school audiences (pre-school to junior high) as needed
 2. Weekly Schedule & Program Plan
 3. Present one seminar for staff (approx ½ hr)
 4. Write one newsletter article
 5. Complete 1 Teaching evaluation of staff/peer
 6. Complete 3 Enrichment Summaries (see below)
 7. HNC final project proposal
 8. HNC final project
 9. Education Intern evaluation & final conference

Enrichment:

Must submit proof of attendance and brief paragraph summarizing enrichment and relevancy to personal studies; attendance counts towards practicum/intern time commitment.

- HNC Adult Night Out
- EE Capacity Building Workshops
- Boulder Lake ELC programs
- Brewhouse Adventure Night programs
- Board Meetings
- Other nature center, aquarium, zoo events
- DNR events
- WLSSD tour
- Dam/MP tour
- City Board meetings when topics are relevant to HNC
- Special guests
- Ride-alongs with city workers in park (grooming, pruning??)
- Field Interpretation classes at UMD (schedule with instructors)

Final Project Ideas:

- Complete 2 hour lesson plan or rework existing HNC lesson (include text, materials, teach lesson, self evaluate)
- Resource guide on topic applicable at HNC (reviews of web links, text, leaders in the field, local resources)
- Exhibit/Display