



Environmental Education Internship

Organization Overview:

Hartley Nature Center (HNC) is a non-profit environmental learning center located within the 600+ acre Hartley Park in Duluth, Minnesota. HNC's mission is to inspire lifelong connections with nature through education, play, and exploration. Governed by a board of directors, HNC has a talented staff of full and part-time educators and administrative support staff, and many community volunteers. HNC provides programs for over 20,000 children and adults each year: from Hartley Nature Preschool (HNP), to school field trips, summer camps and programs for the general public. HNC operates from a nature center in Hartley Park, a city-owned park with diverse forest, wetland and stream habitats, over five miles of hiking and ski trails, and beautiful ridges overlooking Lake Superior. The 7,500 square foot nature center is designed as a model of energy-efficient, environmental building practices and provides classrooms, exhibit areas, offices and storage areas to support and enhance HNC programs.

Position Description:

The Environmental Education Intern will assist in developing and delivering environmental based content to people of all ages in camps, field trips and community programming. They will join a friendly, dynamic staff that is dedicated to carrying out Hartley Nature Center's mission of inspiring lifelong connections with nature through education, play and exploration.

Status:

- Full time (32-40 hours) 40 hours per week (required for summer programming)
- Part time (20-31 hours) potential with prorated stipend
 - * 40 hours per week required from May 30th - August 27th

Start date: September 8th, 2023

End date: December 22nd 2023, May 24th 2024 or August 25th 2023

Benefits: Stipend of \$800/month (unless prorated, see above)

\$200 stipend available for related workshops or trainings for full time interns

Extensive in-house training and professional development

Qualify for gear pro-deals

Granite Gear daypack upon completion

Deadline: Open until filled

Duties:

- Develop and teach environmental education field trips, after school programs and nature-based day camps to preschool and school age participants
- Interacting and sharing naturalist information with members of the public
 - Potential public facing role in building one Saturday a month
- Participate in staff training on outdoor learning, nature play, behavior management, lesson plan development, etc.
- Contribute to nature center projects, caring for native plant gardens, live animal exhibits, monarch butterfly exhibit, facility maintenance, etc.
- Assist in winter equipment rental and maintenance when relevant
 - Cross country skis, snow shoes, kicksleds
- Organize, maintain and clean educational resources and common spaces as needed
- Assist in nature based preschool support
- Other tasks as assigned

Qualifications:

- Commitment to diversity and inclusion in teaching and community
- Genuine interest in working with children in the outdoors
- Degree (or in process) in environmental studies, education, sciences, related field or equivalent experience
- Ability to work and teach outdoors in all weather conditions
- Experience teaching environmental education or outdoor recreation- experience with ages 3-12 preferred
- Effective written and oral communication skills
- Ability to work independently as well as part of a team
- Availability to work occasional evenings and weekends

Working Conditions & Physical Requirements:

- Programming is based out of Hartley Nature Center. This job requires long stretches of time outdoors in all weather, including potentially extreme temperatures.
- Ability to drive a 12 passenger van is preferred but not required.
- Ability to carry a 5-20 lbs backpack and hike 1-5 miles over uneven terrain required.

Application Procedure:

Applicants please include a cover letter, resume and a minimum of two professional and/or educational references. Ideally, at least one of the references has seen the applicant working with students or participants. Please direct applications or inquiries to: education@hartleynature.org