



Environmental Education Intern Position Description

Organization

Blandford Nature Center is a community-based 501 (c)(3) nonprofit organization working to invigorate relationships with nature that lead individuals to transform their community and create a healthy, sustainable world. Our mission is to educate, engage, and empower our community to become stewards of the natural world that sustains us.

Internship Summary

Develop and implement environmental education curriculum for community members and students that visit Blandford Nature Center.

Supervisor

Renee Baker, Community Engagement Specialist

Duties & Responsibilities

Community Programs & Events

- Develop and lead recreational and environmental-themed community programs

School Programs

- Lead outdoor environmental education programs for school groups at Blandford Nature Center

All Programs

- Maintain high standards of safety and well-being of program participants
- Assist in the maintenance and storage of program equipment, supplies, and facilities
- Assist in documentation and evaluation of all programs including participant satisfaction and program effectiveness
- Assist with other educational duties as assigned

Required Qualifications

- At least two (2) years of college-level course work with a 3.0 GPA. Primary study areas could include education, youth development, environmental sciences, natural sciences, community engagement, parks & recreation management or related field
- Previous teaching/working with elementary age school students
- Positive and energetic role model in attitude and behavior
- Excellent reliability and ability to work independently
- Ability to work effectively with students in the outdoors, in all types of weather and over uneven terrain
- Ability to work effectively with all Blandford Nature Center staff and volunteers
- Excellent communication skills and interpersonal skills



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- Excellent computer skills required, including Microsoft Office and Google Suite
- Criminal history background check will be required

Preferred Qualifications:

- Experience in outdoor education and/or camp settings.
- Experience working with students from diverse backgrounds and cultures
- CPR and First Aid certification

The attitudes and personal characteristics demonstrated in this position are:

- Self-motivated, problem solver with the ability to work both independently and as part of a team in a fast-paced and sometimes chaotic nonprofit environment
- Make decisions requiring good judgment in the absence of specific directions
- Detailed-oriented, meticulous, and organized
- Technology savvy and able to learn new computer programs
- Projecting a positive and professional image within and outside the organization

Compensation

This internship is unpaid. Education credit available.

Time Commitment

20-30 hours per week for 1 semester. The work schedule is mostly weekdays between 8:45am-3:00pm, with some Saturday availability. Start date May 8, 2017 with flexibility for the start and end dates however the start date will be no later than May 23, 2017.

To Apply

Please send a resume, cover letter & [volunteer application](#) to:

Blandford Nature Center
Attn: Katelyn Nettler, Volunteer & Outreach Manager
1715 Hillburn Ave NW
Grand Rapids, MI 49504

-or-

Katelyn Nettler
Subject: Environmental Education Internship
volunteer@blandfordnaturecenter.org