

## **Job Announcement Part-Time Watershed Outreach Intern**

### **Internship Description**

Part-time, temporary, paid internship position, assisting the Alameda County Resource Conservation District (RCD) with the staffing of public outreach events that focus on storm water, pollution prevention and watershed enhancement. Public outreach events involve setting up and working at a booth at community events and fairs (sometimes with other staff, but most of the time independently) to interact with and educate the public on what they can do to prevent storm water pollution. Staffing the booth involves: encouraging event goers to stop by our table; leading interactive games and activities; explaining seasonal storm water pollution prevention messages; and answering questions about program materials.

Must be able to work independently, be comfortable speaking to and interacting with the public, and have an inspiring and positive attitude. 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. Ideal position for a college student.

The term of the internship is February through November 2015. Hours per week will vary, depending on event schedules, but will average 10-32 hours a month. The RCD cannot guarantee work hours each week, depending on work load. Must be available for weekend work, since the main focus of this position will involve working events on Fridays, Saturdays, and Sundays. Possibility of continuing position 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 events, which may include occasional creek clean-ups and wildlife habitat enhancement activities with community volunteers and students.
- May be given the opportunity to occasionally assist RCD staff with other tasks related to conservation activities (optional work).

### **Position Requirements**

- Understanding of environmental concepts related to watersheds, water pollution and conservation; college-level environmental studies/science courses preferred.
- Able to work independently at outreach events,
- 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.
- Need secure space to store several boxes of bulky supplies at home between events.
- 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.
- Must have computer with daily, reliable access to internet, and phone for program communications.

### **Additional Information**

Hiring timeframe: 1/5/15 – 2/6/15

Compensation: \$19 per hour, plus mileage reimbursement. No benefits.

Hours: average of 10-32 hours per month during peak event season.

Duration: February through November 2015, with possibly extension if funding allows.

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, email: [cynthia.cleanwater@gmail.com](mailto:cynthia.cleanwater@gmail.com)

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)