



Nature Consortium

4408 Delridge Way SW, Suite 107, Seattle, WA 98106

Connecting people, arts, and nature since 1998

Internship Position Opening
Urban Forest Restoration Program Intern
10-15 hours a week
4 positions available

Nature Consortium, a registered 501c(3) Seattle-based not for profit organization, is seeking four Interns to work within our Urban Forest Restoration Program.

Organization Description: Nature Consortium's mission is to connect people, arts and nature. Our programs include an Urban Forest Restoration Program, an EcoArts Program and a bi-annual Arts in Nature Festival. More information about our programs can be found at www.naturec.org.

Position Description: The Urban Forest Restoration Program Interns supports the work of the Nature Consortium Forest Restoration Team to advance the restoration of the West Duwamish Greenbelt by conducting and leading volunteer-based forest restoration efforts. This position reports to the Restoration Program Manager.

Schedule: The internship will run from June to late November/early December 2016 (start and end date are negotiable). We will be hiring four interns. The ideal candidate will be available on either Tuesday or Saturday from 9:00-4:00PM to assist with or lead weekly forest restoration volunteer events, and an additional week day to manage office-related tasks. The additional work day scheduling to support program operations is flexible and can be determined once a candidate is selected. Nature Consortium will hire interns to regularly lead Tuesday and Saturday work parties.

Duties and Responsibilities:

- Supervise, motivate, educate, train and inspire volunteers to efficiently complete forest stewardship activities (invasive removal, native planting, and mulching) during habitat restoration work parties.
- Manage volunteer and program data (Salesforce and Microsoft excel data entry).
- Assist with the maintenance of restoration equipment and supplies (tools, vehicles, gloves, etc.)
- Promote individual volunteer development and retention, and ensure a healthy working and learning environment.
- Complete special project as assigned if desired (possibilities include: taking on leadership role during large special events or conducting research and program outreach).

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Nature Consortium is a 501(c)(3) organization.

Benefits of the Internship:

- Develop and practice communication, leadership, group management and volunteer management skills.
- Develop and practice hands-on forest restoration and stewardship skills.
- Learn about Pacific Northwest ecology.
- Gain experience using Client Relationship Management (CRM) software, Salesforce, and CEDAR data management systems
- Gain exposure to and understanding of nonprofit operations

Qualifications:

- Ability to work with a wide range of volunteers, community groups, partners and staff.
- Basic knowledge of Pacific Northwest ecology and/or willingness to learn.
- Excellent organizational skills.
- Excellent communication skills-must feel comfortable speaking in front of groups.
- Physically able to work long days in adverse weather conditions.
- Ability to lift 10-25 lbs. (tools, plants, trees, etc.) and walk in uneven terrain.
- Access to reliable transportation.
- Good driving record and current driver's license and insurance
- Current First Aid and CPR certification or ability to obtain prior to start of internship.
- Positive attitude, energetic personality and sense of humor.

Status: This will be an unpaid internship. No employee benefits or paid holidays/vacation provided.

Applications and Inquiries:

Cover letter and resumes should be emailed to Caroline Borsenik at caroline@naturec.org by **May 18th, 2016.**

Please note that the selected candidate must submit to a background check.

Persons of Color strongly encouraged to apply

Nature Consortium is an equal opportunity employer. No applicant will be discriminated against because of race, marital status, sexual orientation, gender identity, political ideology, age, creed, religion, ancestry, national origin, or sensory, mental or physical disability.

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