



## 2019 Summer Internship (Education and Summer Camp)

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**Location:** Alaska Botanical Garden, 4601 Campbell Airstrip Rd. Anchorage, AK 99507

**Job Status:** Internship (unpaid)

**Season:** Summer 2019 (June-August)

**Hours:** hours per week flexible (minimum of 60 hours total)

**Deadline to Apply:** May 24<sup>th</sup>, 2019

**Age:** Must be 16 years or older

### Overview:

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The Alaska Botanical Garden is currently seeking Interns for our education and summer camp programs for the 2019 Summer season (must be 16 years or older). Interns will assist Lead and Co-instructor in delivering science-based environmental education curriculum to elementary/middle school students as well as participate in special events and other education related programming in the Garden. Candidates must be able to commit to at least 1 day a week between 9am and 4pm from June 3<sup>rd</sup> -Aug 2<sup>nd</sup> (or complete a minimum of 60 hours). These are unpaid positions; however community service hours are available. To apply, please send a cover letter and resume to [education@alaskabg.org](mailto:education@alaskabg.org), attention Stacey Shriner, by May 24<sup>th</sup>, 2019. In your cover letter, please indicate which position you are applying for.

### Duties and Responsibilities:

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- Prepare and maintain educational supplies
- Assist Camp Lead Instructor with supervision and management of 15+ students at a time
- Assist Camp Director with offsite education programs and education booths as needed
- Gain subject matter competency related to specific Garden areas
- Complete programmatic duties such as data entry, copying, and sign making as needed, using standard office equipment
- Assist with other Garden projects as needed

### Physical Demands:

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- Position requires periods of walking and standing with light lifting/pushing up to approximately 20 pounds
- All work is conducted outside, rain or shine
- Must be able to walk up to 3 miles over uneven terrain

### Qualifications:

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- Must be 16 years or older
- Available to work early June through early August
- Must have an interest in environmental education or related field and an interest in working with kids
- Valid driver's license and or access to a car or public transportation to get to and from work site
- The ideal candidate will be flexible, able to work in a fast-paced environment, and possess exceptional communication and interpersonal skills
- The ability to work both independently and as part of a team is essential