



1033 Lawrence St, Port Townsend, WA 98368
360.379.9501
www.saveland.org

**Veterans Conservation Corps Internship Program
Jefferson Land Trust Land Conservation Internship**

*****This position requires the applicant to be a United States military veteran*****

Internship Status: 40 hours/week; July through December 31, 2019; renewable for an additional term. Includes a stipend of \$1800/month to cover living expenses.

Schedule: Typically Monday – Friday, 9 am – 5 pm; occasional early morning, evening and/or weekend work hours will be required but will be pre-scheduled to fit within 40 hours/week. Alternative hours and flexible scheduling to meet the intern’s needs will be discussed on a case-by-case basis.

Position Summary: The Land Conservation Intern fulfills the short- and long-term stewardship responsibilities of Jefferson Land Trust by implementing both field and office-based objectives that support the desired condition of protected lands, and by supporting outreach, education, fundraising, and administrative tasks of the Land Trust. The Intern will work with the Preserve Manager, Stewardship Director, Development Manager, and Executive Director to accomplish field-based monitoring, mapping, maintenance, and restoration projects and office-based program administrative tasks. This intern will work independently, with community volunteers, and with Land Trust staff members. The successful intern will gain skills and knowledge in local ecology, locally relevant natural resource best management practices, data collection, GPS mapping, reporting, volunteer leadership, field safety, community outreach and engagement, and record keeping.

Essential Functions:

Preserve Management (30%)

- Monitor Preserves to document current habitat conditions and stewardship needs [training provided]
- Identify and map (using GPS) stewardship concerns on the land (invasive weeds, unapproved trails, timber trespass, etc.) [training provided]

- Accomplish a variety of stewardship actions, including but not limited to: invasive weed removal, restoration project maintenance, restoration tree planting, and tool maintenance [training provided]
- Participate in regularly scheduled volunteer work parties on Preserves
- Support long-term Preserve Steward volunteers by acting as a co-monitor and by helping to accomplish action tasks
- Represent Jefferson Land Trust to Preserve visitors and neighbors
- Document monitoring visits and actions accomplished in report format [training provided]

Conservation Easement Stewardship (30%)

- Accomplish a variety of stewardship actions, including but not limited to: invasive weed removal [training provided]
- Document monitoring visits and actions accomplished in a report format [training provided]
- Maintain long-term property records [training provided]
- Improve long-term property information database [training provided]

Other Programmatic Duties (40%)

- Participate in community outreach events and fundraising events
- Other conservation program and administrative duties assigned by supervisors
- Other duties as assigned by supervisors

Qualifications:

- Valid driver's license
- Preferred: first aid training
- Preferred: familiarity with compass navigation
- Preferred: experience with MS Office programs

Core Competencies:

- Ability to work independently in the field while demonstrating a strong work ethic, safety, and common sense
- Ability to work as part of a team of staff members and/or community volunteers in the field
- Ability to meet and work with new people
- Ability to act as a leader and uphold high ethical standards
- Excellent communication skills
- Excellent attention to detail
- Willingness to learn new skills

Physical Requirements:

- Physically able to conduct demanding field work and traverse occasionally rough terrain in a variety of weather conditions
- Ability to lift 20-40 pounds
- Ability to climb over brush, logs, fences, creeks, and other obstacles on protected properties

Training:

All necessary training required to perform the essential functions/duties is provided on the job.

In addition to on-the-job training, this position may include the following formal trainings and certifications to aid in professional development and job training:

- CPR/First Aid
- Dependable Strengths
- Money 101
- VCC Annual Training
- PTSD/TBI/Mental Health
- Resume/cover letter/job interviews

Applying:

All applicants must pass a background check.

To apply, email a resume and cover letter explaining your interest in this internship to:

Kim Pham
Veterans Conservation Corps Internship Coordinator
kim@dva.wa.gov

Questions?

To learn more about the Veterans Conservation Corps Internship Program, contact:

Kim Pham
Veterans Conservation Corps Internship Coordinator
kim@dva.wa.gov

For more information about Jefferson Land Trust, contact:

Carrie Clendaniel
Preserve Manager
cclendaniel@saveland.org
360.379.9501, ext 109