



Benzie Conservation District Intern Job Description

The Benzie Conservation District (BCD) is currently seeking a summer Intern to assist in a wide variety of tasks and programs. The position will provide an opportunity to learn about natural resource conservation and gain insight into how the BCD enacts its mission to preserve and enhance the natural resources of Benzie County.

Duties/Opportunities:

- Aid staff on site visits, field work and other presentations and activities including but not limited to:
 - Water quality monitoring in lakes and streams
 - Drone surveys
 - Database management
 - Public outreach and customer service
- Assist with outdoor events and workshops, field days, various meetings, and office maintenance
- Assist the BCD director and staff with various office duties, customer sales, and scheduling

Preferred Qualifications:

- Work experience, education, or interest in pursuing a career in natural resource management, biology, environmental education, etc.
- Ability to work with the public in a professional, cooperative, and helpful manner
- Comfortable lifting up to 40 pounds and working outdoors in various conditions
- Familiarity with native and invasive plant species
- Writing, Computer and Social Media skills
- Valid driver's license

Details: \$13/hour; 10-16 hours per week; 10 weeks

Start Date: May/June 2024 *dates flexible*

To apply for this position, please submit a cover letter about your suitability for this internship, 3 references and resume to: Executive Director, Jon Throop, at jthroop@benziecd.org

Deadline for application: **May 1, 2024**

Position open until filled

Benzie Conservation District is an Equal Opportunity Employer and is committed to diversity and inclusion in the workplace.