

JOB TITLE: Environmental Education Intern (Unpaid)  
DEPARTMENT: Education  
POSITION TYPE: Part-time / Seasonal (June-September)  
REPORTS TO: Education Director  
DIRECTLY SUPERVISES: N/A



**MISSION:** Cottonwood Canyons Foundation (CCF) works to continuously improve the environments of Big and Little Cottonwood Canyons through education and stewardship programs.

The Cottonwood Canyons are a critical and magnificent ecosystem, provide approximately 60% of the drinking water for Salt Lake City, and are a major economic engine for Utah's ski industry. They are also located within one of the most highly-visited portions of national forest in the nation and receive extraordinarily high numbers of visitors and therefore experience high levels of use and recreational pressure.

We see it as extremely important to educate the public who utilize this area for recreation and who rely on it daily for their drinking water, on the canyons' importance and how they can help promote their ecological health. We also aim to provide the community with direct and hands-on ways to give back to this environment through volunteering.

It is our belief that if we all better understand the importance of this area, and if we all take part in helping to improve it, the Cottonwood Canyons will continue to be a healthy environment and watershed and a spectacular place to recreate for generations to come. We're grateful to our partners and community of volunteers for their help in these efforts.

**PURPOSE OF POSITION:** The Environmental Education Intern will work closely with the Education Director within various areas of the Silver Lake Education Program, and in addition, may support other education and program efforts within Cottonwood Canyons Foundation. The Silver Lake Education Program involves greeting and interacting with the public, educating the public on the watershed and ways to mitigate impacts, providing naturalist tours to the public, and supporting program efforts at the Silver Lake Visitor Center as needed, which might include trash pick-up, light duty cleaning of the center, and various tasks as directed.

The Intern position will have the opportunity to learn numerous aspects of working at a Forest Service Visitor Center and providing environmental education to the public. Specifically, the Intern will have the opportunity to shadow the Silver Lake Visitor Center staff while working at the center, will learn valuable naturalist techniques and information through specific trainings, and will have the opportunity to influence education programs through curriculum input and development. The Intern will be given training and guidance with environmental education, public outreach and volunteer management, as well as various other components of the operation at the Silver Lake Visitor Center.

## DESIRED SKILLS AND BACKGROUND:

- ✓ Background in environmental science, environmental education, recreation/resource management, or other related program.
- ✓ A willingness to work with the public and volunteers; training will be provided.
- ✓ Strong communication skills.
- ✓ Strong interpersonal skills.

## KNOWLEDGE AND SKILLS:

- ✓ First Aid / CPR certification (desired, not mandatory).
- ✓ Willingness and ability to volunteer in a dynamic environment, and in a team setting.
- ✓ Willingness and ability to volunteer in a variety of weather conditions and challenging environments.
- ✓ Willingness and ability to perform daily tasks relating to the Silver Lake Education Program, including but not limited to walking or standing for 4 or more hours, interacting with the public, providing educational tours and supporting general operations at the Silver Lake Visitor Center.
- ✓ Enthusiasm for working with the public and volunteers.
- ✓ Mature and positive attitude. Professionalism and good communication skills.
- ✓ Able to volunteer June-September.
- ✓ At least 18 years of age.
- ✓ Ability to work legally in the United States.
- ✓ High School Diploma or GED.
- ✓ Able to pass a background check and drug screening as requested.
- ✓ Must have own vehicle with valid insurance and registration to access work sites.

**WORKING ENVIRONMENT:** Volunteer work is performed indoors and outdoors. Work might be performed during challenging weather conditions and requires physical labor including: walking, lifting, bending and reaching.

## PHYSICAL REQUIREMENTS:

- ✓ Ability to stay standing or actively walking.
- ✓ Ability to lift and carry objects of at least 25 pounds.
- ✓ Ability to lift, bend, stoop, kneel, crouch, push and other strenuous activities.

**SCHEDULE:** Flexible; approx. 10-20 hours per week. Various opportunities Monday-Sunday; the ideal candidate would have some flexibility.

## OPPORTUNITIES:

Work closely with the Education Director and Silver Lake Visitor Center staff to provide naturalist tours at the Silver Lake Visitor Center; training will be provided. Learn about general operations of a visitor center. Work closely with organizational partners, including the Forest Service. Learn about the local wetland ecology of Silver Lake, as well as the overall environments of Big and Little Cottonwood Canyons. Assist with larger event coordination. Assist with the training and educational hikes during the Wasatch Wildflower Festival. If desired, opportunity to volunteer occasionally with the Trails Stewardship Program or the Invasive Weeds Program, as well as the Public Lands Information Center.

**RESPONSIBILITIES:** Communicate with the Education Director regularly. Communicate professionally with staff, partners and volunteers. Represent Cottonwood Canyons Foundation in a positive manner.

**ACKNOWLEDGEMENT:** This position description describes the general purpose and responsibilities assigned to this opportunity and is not an exhaustive list of all responsibilities and duties that may be assigned or skills that may be required.

**INFORMATION TO APPLY:** Please submit cover letter and resume to Elise Hinman at [volunteer@cottonwoodcanyons.org](mailto:volunteer@cottonwoodcanyons.org). Position(s) open until filled.