



National Park Service
U.S. Department of the Interior

Pictured Rocks National Lakeshore

Position:

Education Intern at Pictured Rocks National Lakeshore

Duty Station:

Pictured Rocks National Lakeshore is located between the towns of Munising and Grand Marais in Michigan's Upper Peninsula. The position will be stationed at the park's headquarters office on Sand Point Road in Munising. For more information, visit <http://www.nps.gov/piro/index.htm> or <https://www.facebook.com/PicturedRocksNL/>



Internship Details:

- ✓ Unpaid position, however a stipend will be provided of \$25/day
- ✓ Position(s) may be filled as part-time or full-time from October through May
- ✓ Minimum part-time requirements: 8 hours per week with an overall commitment of 240 non-training hours
- ✓ Compensated housing available to full-time interns
- ✓ Includes some evening shifts and one weekend day per week
- ✓ Must wear a volunteer uniform for duty
- ✓ Supervised by the Interagency Education Specialist

General Duties:

- ✓ Teach interdisciplinary curriculum-based programs for 4th grade students at local schools, within the park and at partner agencies
- ✓ Facilitate K-3 field trips and classroom programs throughout all seasons of the school year
- ✓ Completes statistical reports, processes Every Kid in a Park passes and other routine office work
- ✓ Assist with maintaining the Pictured Rocks Learning Shelter, preparing and organizing educational supplies and compiling inventory lists of educational equipment
- ✓ Research standards-based activity ideas for interdisciplinary Great Lakes curriculum
- ✓ Assist with planning and designing curriculum-based media materials and publications for schools
- ✓ Provide support with preparation and coordination of teacher trainings
- ✓ Explore grant opportunities and assist with writing applications
- ✓ Provide weekend support to the Munising Falls Visitor Center
- ✓ Cross-training in other divisions as the schedule permits

Qualifications:

Interested candidates must possess strong communication skills, have some experience with formal education, outdoor education and/or environmental education, and be enthusiastic, creative and flexible. Must be comfortable working outside with students in all weather conditions for up to five hours, especially during the cold winter months. Experience with Microsoft Office programs is needed and familiarity with Adobe Software package is a plus.

To Apply:

Send a cover letter, resume and list of three references to Melissa O'Donnell, Interagency Education Specialist at melissa_o'donnell@nps.gov.