



Community Programs & Education Internship Position Description

Reports to: Community Programs Manager & Director of Programs

Position Summary:

The Community Programs & Education Intern will learn, develop and implement a variety of recreational and outdoor environmental education programs and events for community members of all ages, including adults, school aged children/students, and families. This position is ideal for someone who is interested in learning about program development and delivery and event management at a vibrant, community-oriented non-profit.

Duties and Responsibilities:

- Learn and implement outdoor environmental educational programs for school aged children
- Develop and lead recreational and environmental-themed community programs for community members of all ages
- Assist with festivals, events and program preparations and implementation
- Maintain high standards of safety and well-being of all program participants
- Assist in the maintenance and storage of program equipment, supplies, and facilities
- Assist in the documentation and evaluation of all programs including demographic information, participant satisfaction, program effectiveness
- Assist with other duties as assigned
- Must pass a background check prior to employment

Preferred Qualifications or Willingness to Learn:

- Prior experience engaging with school aged children and/or adults outdoors or experience in outdoor education and/or camp settings
- Experience working with community members of diverse backgrounds and cultures
- Ability to learn new tasks quickly and manage multiple duties at a time
- Ability to work weekends and late evenings during certain programs & events
- Positive and energetic role model in attitude and behavior
- Excellent reliability, including ability to work independently
- Ability to work effectively in the outdoors, in all types of weather and over uneven terrain
- Ability to work effectively with all Blandford Nature Center staff and volunteers
- Excellent communication and interpersonal skills
- Competency in Microsoft Office and Google Suite
- Event or hospitality experience
- CPR and First Aid certification

Time Commitment:

- Average 10-20 hours per week (negotiable)
- Tuesday-Saturday, occasional nights required (days and times have some flexibility)
- Seasonal position, ideally starting mid-September and ending mid-December, approximately 15 weeks total

Compensation:

- \$1500-\$2000 stipend

To Apply:

Please email the following information to internships@blandfordnaturecenter.org

- Cover letter
- Resume
- Three (3) professional (NOT personal) references

Posting will be open until filled with a target start date in early-mid September. Interviews will begin as qualified applications arrive.

Blandford Nature Center's Mission:

To engage and empower our community through enriching experiences in nature.

Blandford Nature Center's Vision:

A thriving, diverse community that supports a healthy, natural world.

Blandford Nature Center's Values:

- Inclusion: Intentionally welcoming and embracing everyone.
- Stewardship: Responsibly using and caring for all our resources.
- Integrity: Demonstrating honesty, authenticity, and transparency within our organization and community.
- Experiential: Providing direct opportunities to enjoy, explore, and learn in nature.
- Partnership: Connecting and collaborating to effectively serve our community.
- Innovation: Using creativity and curiosity to continuously improve.

The policy of the Blandford Nature Center is to ensure that diversity, inclusiveness, and respect are integral parts of our day-to-day management and work. Blandford staff, board and volunteers commit to ensure equal access to Blandford and all of its educational opportunities by all people.

In essence, diversity includes all the characteristics, experiences, and cultural influences that make each of us unique individuals. All individuals are welcome at Blandford Nature Center, and all individuals, regardless of race, color, age, national origin, sex (including transgender status, gender identity, and pregnancy), religion, disability, genetic information, sexual orientation, marital status, political affiliation, status as a parent, will be treated with respect and dignity. By fostering an atmosphere of inclusion and respect, we can continue to value and appreciate the strengths afforded by differences in the styles, ideas, and organizational contributions of each person. We all share the responsibility to ensure diversity and inclusion throughout Blandford, and seek to recruit, engage, and retain a leadership composed of volunteers and staff that equitably and fairly represent our constituency.