

Internship Opportunity Minnesota State Parks

LOCATION:*Glendalough State Park*

ADDRESS: *25287 Whitetail Lane, Battle Lake, MN. 56515*

PHONE #: *(218) 864-0110*

FAX#: *(218) 864-0587*

PROGRAM: *Park Operations Intern*

SUPERVISOR/LEAD WORKER: *Jeff Wiersma, Park Manager*

PHONE: *(218) 864-0110*

PRIMARY INTERNSHIP WORK LOCATION:

Glendalough State Park

INTERNSHIP RESPONSIBILITIES:

1. Public Contact Duties: 50%

- Greet the public and provide information on the park and local area
- Answer the telephone and route calls to the proper person
- Explain the park rules, regulations, policies, and procedures to the public
- Sell vehicle permits, firewood, and merchandise
- Register campers and work with the campground reservation system
- Collect user fees, count money, and reconcile the daily receipts

2. Maintenance Duties: 30%

- Work with the maintenance crew to perform routine maintenance on the park ' s buildings, grounds, and facilities. Duties may include but are not limited to mowing, trail work, cleaning and repairing buildings, trash pickup, and installing benches, fire rings, and signs..

3. Interpretive and Resource Management Duties: 10%

- Assist with prairie restoration activities and tree planting.
- Assist park staff in environmental education and interpretive activities as appropriate such as bird hikes, bike hikes, and evening program set up.

4. Law Enforcement Duties: 10%

- Assist the park law enforcement officers in providing protection for the park visitors and resources.
- Attend CPR/First Aid training (if available)
- Disseminate information on the park ' s unique Heritage Fishery regulations and monitor compliance.

COURSE WORK AND SKILLS REQUIRED/DESIRED: *Preferably, intern will have completed at least 2 years of college with courses in several of the following: wildlife biology, ornithology, botany, geology, forestry, archaeology, limnology, fisheries, ecology and natural resource management. Preference will be given to interns receiving credit towards a degree in a natural resources field.*

PREFERRED WORK DATES: *May 21 – September 1 (at least through mid-August, working on weekends and holidays is required)*

FUNDING: *Park budget - Position pays \$9.00/hour (approx. 36 hours per week)*

HOUSING AVAILABLE: *No*

CONTACT PERSONS & PHONE: *Jeff Wiersma, (218) 864-0110*

PLEASE E-MAIL RESUMES TO: jeffrey.wiersma@dnr.state.mn.us

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