

**MONTANA FISH, WILDLIFE & PARKS**

**INTERN PROGRAM ANNOUNCEMENT**

**EMPLOYER:** Montana Fish, Wildlife & Parks

**CONTACT PERSON'S NAME/TITLE:** Alex Sholes - Giant Springs and Ackley Lake Park Manager

**ADDRESS:** 4803 Giant Springs Road

**CITY:** Great Falls

**STATE:** Montana

**ZIP:** 59405

**PHONE:** 406-727-1212

**EMAIL ADDRESS:** alex.sholes@mt.gov

**DATE OF ANNOUNCEMENT:** Monday, January 4, 2021

**APPLICATION DEADLINE:** Monday, March 1, 2021 at 5:00 PM (postmarked)

**\*\*STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE\*\***

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**POSITION TITLE:** Giant Springs Intern

**# OF POSITIONS:** 1

**LOCATION(S):** Great Falls, MT – Giant Springs State Park

**WORK START/END DATES:** Flexible, roughly late May-Mid August

**HOURS/WEEK:** 40

**TRAINING/ORIENTATION DATES:** Immediately upon hiring and first days of work

**COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):**

- \$11/hour
- Work shirts and hat will be provided
- State vehicle will be provided for work related travel

**POSITION DESCRIPTION:**

Giant Springs State Park provides a dynamic, active and progressive setting for the development and success of an intern. Giant Springs is the State's most visited park, with approximately 500,000 visitors annually. The park encompasses over 4,600 acres of diverse environments and landscapes. This provides ample opportunity for an intern to work with the public, conduct programs, and develop valuable work habits. These elements in conjunction with the project the intern will complete, provide for a well-rounded experience that will greatly benefit an individual pursuing a career in Park and Recreation Management and/or Natural Resources.

Major duties;

- Intern project – Conduct the park's Junior Ranger program. Planning will be done by intern, with assistance from the manger. Typically, it's a 5-week program, 1 program per week that lasts around 1.5 hours.
- Assist visitors in the Ranger Station by collecting fees, answering questions and informing visitors about the history/geology of the springs and surrounding area.
- Conduct educational tours/programs for school groups and visitors to the State Park. Programing will be related to conservation, education, interpretation or physical activity.
- Assist with maintenance in the State Park and adjacent conservation lands including noxious weed

- control, trash collection, trail work, infrastructure repair, and project work.
- Roving interpretation will sometimes be required.
- Assist with special events such as concerts, performances, car show, or movie night.

**SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):**

Applicant must be able to communicate effectively (oral and written) and be comfortable speaking to large groups of people.

Applicant must be able to use computers effectively including: Word, Excel, Power Point, and Publisher.

Applicant must be self-motivated and comfortable working unsupervised, be able to hike for distances of up to 5 miles and be able use GPS units.

Applicant must be able to perform manual labor duties such as trail work, weed pulling, painting, lawn mowing, etc.

Applicants can be undergrad or graduate students with majors in: Parks & Recreation Management, Environmental Education/Science, Education, Natural Sciences or Natural Resources.

Applicant must be enrolled in College.

**APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):**

Applicant must submit: Resume, Cover Letter and 3 work related references

- Please include work experiences, education, trainings, special skills, certifications, interests/hobbies

**ADDITIONAL INFORMATION: (; HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)**

No housing is provided as part of internship. The Ursuline Centre, located in Great Falls, rents dorm style rooms and has been used by employees in the past. Rent is \$10/night.