



**MONTANA FISH, WILDLIFE & PARKS**  
**2021 STATE PARKS VISITATION FIELD INTERNSHIP**

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

**CONTACT PERSON'S NAME/TITLE:** Kyan Bishop/Parks & Recreation Planner

**PHONE:** 406-444-3364

**EMAIL ADDRESS:** Kyan.Bishop@mt.gov

**APPLICATION DEADLINE:** Open until filled

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

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**POSITION TITLE:** Parks Visitation Field Intern

**# OF POSITIONS:** 2

**LOCATION(S):** Flexible. Needs to be able to report to one of the following FWP offices: Kalispell, Missoula, Bozeman, Great Falls, Miles City, or Helena.

**WORK START/END DATES:** Approximately February 15-September 4, 2021

**HOURS/WEEK:** Minimum 20; but flexible. Can be suited to accommodate a student's academic schedule.

**TRAINING/ORIENTATION DATES:**

Project training will take place at one of FWP's regional offices and over Zoom. The training dates will be determined based on an agreed upon work schedule.

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

The position is funded at \$10/hour. For necessary travel, candidate will be provided with a vehicle. Housing will not be provided, but meals and lodging in association with work travel will be reimbursed as appropriate within FWP meal and lodging policies. Uniforms will be provided.

**POSITION DESCRIPTION:**

The Montana State Parks Visitation Field Intern will support field research efforts under supervision of the Parks & Recreation Planner, who is based in Helena. Position duties and opportunities will focus on observational data collection to help the state park system improve the accuracy of its visitation practice. The intern will collect data such as: time and date of entry of visitors, group size, and residency status. The intern will also help staff confirm the accuracy of its vehicle counters. While the intern will not be asked to interact with visitors or conduct interviews or surveys, he/she should be prepared to address general visitor questions. The intern will collect data based on an established schedule and in conjunction with the Parks and Recreation Planner.

The position will require some training. It will include travel to state parks, and possibly overnight travel, to parks throughout the assigned region when the intern's schedule allows. Applicants already residing in Montana are strongly preferred.

**Responsibilities:**

Internship responsibilities will include, but not be limited to, the following:

- Work with the Parks and Recreation Planner to support efforts in improving visitation data collection at multiple state parks.
- Assess validity of visitation counter data by monitoring trail and road counters and confirming accurate data according to agreed upon criteria and protocols.
- Develop a list of suggested adjustments for visitation counters that may be needed.
- Collect observational data on visitor characteristics, such as noting the time and date of entry, the number of people in vehicles, and ascertaining resident versus non-resident status.
- Assist on additional projects as available based on need and interest.

**Learning Objectives:**

- Gain an understanding of the Montana State Parks system.
- Develop a working knowledge of recreation management, applied research practices, survey techniques, and field data collection.
- Collaborate with a diversity of staff experts at the park, regional, and state levels.

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

- Academic majors or coursework related to recreation planning, environmental policy and project management, geography, statistics, mathematics, economics, parks and recreation management, or resource management is preferable.
- Coursework or other experience in research and statistics is strongly desired.
- Excellent oral and written communication skills and comfort interacting with the public in an outdoor recreation setting is critical.
- Independent work skills are highly desired.
- Proficiency in Microsoft Word and Excel is a must.
- Comfort with traveling, overnight camping and working in the outdoors is preferable.
- Must have a good driving record and a valid driver's license and must be willing to drive to remote locations across Montana as necessary. While every effort will be given to secure an FWP vehicle for travel use, access to a reliable personal vehicle is also acceptable.

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

Submit resume and a cover letter explaining applicable skills and experience particularly with surveys and field work, estimated availability (# hours/week, start and end dates); desired location preference, and three references to [Kyan.Bishop@mt.gov](mailto:Kyan.Bishop@mt.gov) with the subject line: Parks Visitation Field Intern Application.

Phone calls and inquiries are also welcome. Alternatively, materials can be mailed to:

Parks Visitation Field Intern  
c/o Kyan Bishop  
Montana State Parks  
PO Box 200701  
Helena, MT 59620-0701

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

The intern will need to have their own housing. Travel that is required as part of this position will be covered through a per diem or reimbursed in accordance with FWP meal and per diem policies. Project administration will require access to a workspace, access to a state vehicle, a uniform, and supplies. A willingness to use a personal laptop and cell phone is strongly desired if possible.