Native Plant Nursery Academic Internship  
Marin Headlands, Fort Cronkhite  
Part Time Spring Semester 2017 (with potential for Summer Extension)  
Available only to students currently enrolled at COM, SFSU, and CCSF  

OVERVIEW  

The Golden Gate National Recreation Area (GGNRA) is a destination for both locals and international visitors with its sweeping vistas, immense biological diversity, and unique cultural resources. With over 15 million visitors annually and over 80,000 acres of land, the GGNRA is the largest urban national park in the country.  

The Golden Gate National Parks Conservancy is the non-profit support partner of the GGNRA. The mission of the Parks Conservancy Nursery Program is to provide native plants for Park restoration efforts, to be a community and educational resource, and to inspire community land stewardship. Together, the Park nurseries are one of the largest producers of native plants in the area.  

POSITION  

Are you interested in helping the public learn about growing and restoring native ecosystems?  

The intern will participate in all aspects of the community-based restoration nurseries alongside Nursery staff. As a nursery intern, you will be introduced to many aspects of nursery management- plant propagation, pest and disease control, and facility maintenance. Interns will gain experience in botany, horticulture, environmental education, habitat restoration, and community engagement. Interns will participate in community stewardship and gain valuable experience in the development and leadership of volunteer programs for a range of audiences. Interns are an integral part of the diverse Nursery Program and are valued participants in the Park.  

The main focus of the internship will be to assist with the development of age-appropriate tours and materials for the environmental education programs that occur at the nursery. A strong desire to work with youth of all ages is required.
DESCRIPTION OF DUTIES

Community Programs: Assist with all aspects of managing a volunteer program and coordinating outreach. This includes:

- Support and co-lead volunteer and education programs.
- Train new volunteers and students in plant identification and nursery practices.
- Develop and perform outdoor presentations to engage a variety of audiences, including youth, while promoting conservation and habitat restoration.
- Take and organize digital images.

Plant Propagation: Assist with seed cleaning, growing and after-care of native plants for restoration. This includes:

- Clean, process, and store plant materials for propagation.
- Propagate native plants: sow seeds, process cuttings, transplant seedlings.
- Perform routine plant maintenance: monitor, water, weed, fertilize, prune and move plants.
- Perform tasks related to facility improvements, repair, and maintenance.
- Adhere to Best Management Practices to manage for plant pathogens.

BENEFITS

- Gain leadership experience, marketable skills, and restoration experience at a highly respected non-profit organization with a model partnership between two federal agencies.
- Opportunities to participate in and strengthen unique partnerships with educational institutions throughout San Francisco and Marin.
- Opportunities to work with staff and volunteers from diverse backgrounds that share a common interest in preserving and protecting our natural lands while engaging the next generation of park stewards.
- Opportunity to work in and enjoy the scenery, wildlife and cultural resources of a spectacular National Park.
- Learn valuable skills in nursery and volunteer management, and community engagement.
- Opportunities to work with staff and volunteers from diverse backgrounds that share a common interest in preserving and protecting our nation’s natural and cultural resources.
- A uniform will be provided.
- Opportunity for personal/professional development days to pursue an interest, including training and education in various departments within the Park Service and Parks Conservancy.
Fifty Dollar ($50.00) per day taxable stipend available, plus academic credit.

**DESIRED QUALIFICATIONS**

- Passion, curiosity, and enthusiasm for horticulture and native plants and/or a major focusing on environmental studies/education, botany, natural sciences, horticulture or another related field.
- Strong commitment to the preservation and protection of native plant and wildlife communities on public lands.
- A self-starter – ability to work independently with little supervision in a motivated manner.
- Ability to accurately transcribe information and data accurately, with great attention to detail.
- Excellent public speaking and written communication skills.
- Experience or interest in working with or leading volunteers or education programs and the desire and ability to supervise, train and inspire others.
- Desire to work in a team and to work with a diversity of people of different backgrounds, ethnicities, races, genders, sexual orientations, ages, and viewpoints.
- Familiarity with using basic computer programs (Microsoft Suite) and database systems, experience with Photoshop/ InDesign, and GIS a plus.
- A valid driver’s license in good standing, experience driving for 2 or more years with ability to drive a truck on both unpaved roads and city streets.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT**

*The location of the nursery is in a remote area in the Marin Headlands so the intern must have reliable, personal transportation to travel to the worksite as there are no public transit options.*

- Work is primarily performed outdoors with some indoor office work. Must enjoy working outside in various conditions while maintaining a positive attitude.
- The position requires periods of standing, walking, and climbing.
- This position requires regular use of disinfectants to maintain healthy plant production. The intern will regularly be required to wear personal protective equipment provided by the nursery.

**TERMS**

- Desired Start Date: January 2017
• 2 or 3 days per week, January through May. Summer extension possible based on performance and need
• Available only to students currently enrolled at College of Marin, SF State, and City College of San Francisco
• $50.00 daily taxable stipend plus academic credit available
• Summer (full time) extension possible based on funding, performance, and need
• Intern must have a Social Security Number or Individual Taxpayer Identification Number to receive stipend

To apply for this position, please [submit an application](mailto:AcademicIntern@parksconservancy.org) and send a resume and a thoughtful cover letter to AcademicIntern@parksconservancy.org. Please indicate the position(s) that you are applying for in your cover letter. No phone calls please.

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The Parks Conservancy and National Park Service seek to increase diversity in the workplace and reflect our Bay Area community. People of color and of all backgrounds are encouraged to apply.