



Bilingual Community Engagement Academic Intern

Golden Gate National Parks; Hybrid

Full-time, Summer 2024

Available only to students currently enrolled at COM, SFSU and CCSF

Organization Description

Since 1981, the Golden Gate National Parks Conservancy (Parks Conservancy) has served as the nonprofit partner of the National Park Service, collaborating with the Presidio Trust, partners, donors, and the community to support the Golden Gate National Recreation Area (GGNRA). The GGNRA stretches across three Bay Area counties north and south of the Golden Gate Bridge and includes iconic places such as Muir Woods National Monument, Fort Point National Historic Site, Alcatraz Island, Crissy Field, Mori Point, Lands End, and the Presidio of San Francisco.

Branch/Unit Description

The Community Stewardship and Engagement Department is passionate about science, public land, and people! We seek to connect people to the parklands by engaging new voices, building trustful relationships, and creating impactful programs that provide opportunities for stewardship, learning, recreation, exploration, and wellness. We work to remove historic and systemic barriers and offer space for safe engagement and authentic dialogue through park experiences and offerings.

Our Community Engagement connects parks to the people. We aim to build authentic pathways of connection to the parklands through collaborative community programming related to wellness, culture, and nature. Our partners include local libraries and colleges, the veterans' administration, and other community groups who serve people of all ages and abilities. We connect with people in local neighborhoods through our mobile visitor centers. We aspire to

work more closely with our local Indigenous communities to build a deeper connection to these lands and to our interrelated stewardship and engagement efforts.

Internship Overview

Are you looking to build your skills in community engagement and outreach through nature-based programs and initiatives in community spaces? We are seeking a Bilingual Community Engagement Academic Intern to support the CS&E Program Managers and Coordinator with the planning, communication, and delivery of parkwide community programs, projects, and initiatives that support the mission and vision of the Parks Conservancy. In addition, the Intern will work closely with the CS&E Program Managers to build and sustain relationships with diverse community groups and key partners.

This internship position will be a very hands-on experience through nature-based educational programming working across Marin, San Francisco, and San Mateo County. The intern will also occasionally support some programs in Marin County. The intern will have the opportunity to shadow many different programs within the team and use their creativity and new ideas to help foster our future programs.

This position will primarily work from our Fort Mason office in San Francisco. Work is performed in an office setting and outdoors, including a mix of telework and on-site. The AIP program requires at least 2 full days per week onsite.

Reports To: Parks Conservancy, Community Engagement Program Manager

Essential Functions and Responsibilities:

- Support 1 - 2 community engagement programs per week (i.e. library programs, select service days, tabling, etc.) and assist staff with planning, organization and facilitation. This includes set-up, coordinating food and refreshments, audiovisual needs, supplies, etc.
- Engage visitors and lead programs from the Roving Ranger, our mobile visitor center, on both park lands and in communities;
- Co-lead programs and activities at park and community events, festivals, and library story times.
- Co-develop creative and engaging informational and educational activities related to our local flora and fauna, and CS&E projects and programs.

Knowledge, Skills, and Abilities (KSAs):

- Speaking and writing skill; Spanish, Arabic or other languages a plus.
- Friendly and enjoys speaking with local communities of all ages; eager to offer programming for people of all ages including preschoolers, teens, and seniors.
- Enthusiasm for working with people of diverse backgrounds including different ethnicities, races, genders, sexualities, ages, and viewpoints.
- Reliable and punctual.
- Interest in learning about national parks, love of the outdoors and curious about our local ecology, environment.

Health and Safety:

It is the goal of the Parks Conservancy to create and maintain a safe and healthy workplace. We work to mitigate hazards and risks that may cause harm to employees, consistent with state and federal laws. Employees play an active role in creating a safe and healthy workplace and are expected to comply with all applicable health and safety rules.

Based on the current state of the COVID-19 pandemic, the Parks Conservancy requires all employees to be vaccinated and to provide proof of such vaccination as a condition of employment.

Physical Requirements and Work Environments:

- The main office for this position is located at the Parks Conservancy's headquarters in Fort Mason, San Francisco. This position works at a park site or is in key communities and neighborhoods 3-4 days per week, with 1-2 flexible work from home days per week.
- Able to work in an office environment as well as in challenging field conditions. Field conditions may include working outside in inclement weather, loading and unloading program supplies
- Ability to lift 25 pounds
- Able to occasionally hike on uneven and steep terrain for several miles
- Reliable transportation to our San Francisco office, located in Fort Mason (whether by car, bus, or bike).

Terms of Position

- Start Date: May 29, 2024
- Hybrid (safety and public health permitting – virtual work will be provided otherwise)
 - Work site: Fort Mason, and surrounding communities in San Francisco, and San Mateo and Marin Counties
- Work Schedule: Full-time, Tuesday - Saturday, 9 a.m. - 5 p.m., May 29th – August 2nd (10 weeks total)
- Intern must be able to work in half-day or full day increments
- Intern must have a Social Security Number or an Individual Taxpayer Identification Number to receive stipend
- Available only to students currently enrolled at College of Marin, SF State and City College of San Francisco

Benefits:

- Learn how to communicate with many different communities
- Build public speaking skills to diverse audiences
- Gain skills to create own programming
- Building community spaces best practices
- Opportunity to attend Park Academy Classes on a variety of topics including resume building and interview skills, park orientation and history, flora and fauna, mapping and monitoring, computer skills, and much more
- Opportunity to enjoy the scenery, wildlife and cultural resources of a spectacular National Park
- Opportunity 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 for personal/professional development days to pursue an interest, including training and education days in various departments within the Park Service and Parks Conservancy
- **Five hundred dollars (\$500) per week** taxable stipend plus academic credit available
- Uniform will be provided

Position Contact and How to Apply

To apply for this position, please [submit an application](#) by April 1, 2024. For questions regarding the Academic Internship Program, please reach out to internships@parksconservancy.org. No phone calls please.

Application Deadline Date: April 1, 2024

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

The Golden Gate National Parks Conservancy is an Equal Opportunity Employer. Recruitment, placement and promotions are conducted without regard to an individual's race, color, religion, sex, national origin, age, physical handicap, veteran status or sexual orientation, or any other classification protected by Federal, State, and local laws & ordinances. We will consider qualified candidates with criminal history in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All qualified applicants are encouraged to apply.