



Muir Woods Visitor Services Academic Internship

Golden Gate National Parks; In-Person

Full-Time, Summer 2023

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

Introduction

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 19 million visitors annually and over 80,000 acres of land, the GGNRA is the largest urban national park in the country.

Muir Woods National Monument, is located roughly 45 minutes from the city of San Francisco, north of the Golden Gate Bridge, in Marin County. It is the last old growth Coast Redwood Forest, in the San Francisco Bay Area. Muir Woods receives over 1.5 million visitors annually. The site offers visitors of all abilities the chance to stroll along flat wheel chair accessible trails, 1 mile in length, and also the chance for visitors to hike loop hikes from 3 to 10 miles round trip.

Internship Overview

The Academic Internship Program runs Tuesday May 30 - Friday August 4, 2023 (10 weeks total)

Are you someone who loves the outdoors, and also loves to adventure in redwood forests? Do you also love to talk to people and engage with people from young children to older adults? If so, this position may be for you.

For the Muir Woods Visitor Services and Interpretation Intern, we are looking for someone who has an interest and passion for learning about conservation, coast redwood forest, along with the biology of plants and animals that call Muir Woods home. This internship is set in a fast-paced environment, where during the summer months you will talk to hundreds of people daily, giving directions to help them set up their day. The person selected in this position will also get a chance to do the work of a park ranger, telling the story of Muir Woods, swearing in Jr Rangers, conducting 15-minute Ranger Talks, and helping enforce park rules.

Description of Duties

- Staffing a visitor orientation desk, answering questions about the park, preparing visitors for a successful visit.
- Explain trails and highlights to visitors, helping them prepare their day based on the amount of time they have to spend.
- Explain Park rules of staying on trails, no eating in the forest, and letting staff know when a service animal needs to be checked in.
- Roving the main Redwood Creek Trail, orienting visitors to trails and answering questions, and doing litter roves picking up trash off of the main Redwood Creek trail.
- Presenting a 15-minute resource talk when and if you feel comfortable, in front of large audiences.
- Leading a 1-hour guided tour when and if you feel comfortable.
- Staffing a welcome desk in the plaza and at bridge 2 off of the redwood creek trail.
- Roving on longer park trails that connect with Mount Tamalpais State Park.
- Responding to emergency situations as they arise, like search and rescues, injured hikers, and using hand held radios to call for an ambulance.

In this position, the intern will:

- Meet visitors from all over the country and the world
- Collaborate with park partners, and diverse communities of the Bay Area
- Learn the skills of resource interpretation, explaining complex ideas in a easy way to visitors to understand the topics
- Learn and improve public speaking skills
- Participate in park trainings, classes, and seminars
- Gain experience working in a National Park and for the Federal Government, in the Division of Interpretation, Education, Outreach, and Volunteers.

Desired Qualifications

- Must have reliable vehicle transportation to the site, as Muir Woods doesn't have public transportation to it.
- Willingness to learn about the resources of Muir Woods, enthusiasm to share the knowledge with a diverse audience.
- Ability to work with and to serve people from various cultural backgrounds, religious beliefs, and sexual orientation.
- Comfortable talking about diversity, equity, and inclusion in the workplace, Climate Change, the Coast Miwok Indians, and Woman's History at Muir Woods.
- Ability to talk with diverse audiences, in front of large groups, working in an outdoor environment.

Physical Requirements and Work Conditions

- Ability to communicate with people from all backgrounds and beliefs and treat everyone with respect and dignity as a park visitor.
- Ability to communicate clearly with coworkers, and create a safe and respectful workplace
- Wear long pants, a belt, and close toed shoes as a part of the uniform.
- Work in an environment that is often foggy, cold, and wet, standing for long periods of time, and answering repetitive questions.
- Report to work on time, and give supervisor at least one days' notice if you need to change your schedule, or call out sick.

Health and Safety

It is the policy of the Golden Gate National Parks Conservancy to create and maintain a safe and healthful workplace free from recognized hazards that may cause harm to employees and interns, consistent with and in compliance with applicable state and federal laws. Employees and interns will play an active role in creating a safe and healthy workplace and will comply with all applicable health and safety rules. The Conservancy is committed to the goal of implementing an effective health and safety program and an injury prevention program.

Based on the current state of the COVID-19 pandemic, the Parks Conservancy requires all employees, interns, and independent contractors to be vaccinated and to provide proof of such vaccination as a condition of employment, internship, or performing contract work.

Benefits

- Seventy-five dollar (\$75.00) per day taxable stipend plus academic credit available
- Gain experience in community outreach, presenting and co-developing educational material
- 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
- Opportunity to interact and learn from fellow park interns at workshops, discussions, and Intern Spotlight Series days
- Uniform will be provided

Terms of Position

- The term for this internship position is Tuesday May 30th Friday - Friday August 4th, 2023 (10 weeks total)
 - Work Site: Crissy Field Center, Presidio of San Francisco | San Francisco, CA
 - Primary Field Site: Muir Woods National Monument
- Full-Time, 4-5 days per week
- Intern must be able to work in half day or full day increments
 - Workdays are Tuesday to Saturday. Fridays are required, but overall schedule can be adapted to intern's availability.
- Required attendance at orientation and onboarding sessions (three full days), as well as end of program celebration; Tuesday May 30, Wednesday May 31, Tuesday June 6, and Friday August 4.
- 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 (must be enrolled for spring, summer, or fall 2023 classes to be eligible, open to students in ALL majors)

How to Apply

To apply for this position, please submit an application and send a resume and a thoughtful cover letter to Internships@parksconservancy.org. Please indicate the position(s) that you are applying for in your cover letter. No phone calls please. **Application deadline is Thursday, March 30.**

Information Webinar: Thursday March 23rd, 2:30-4 pm, for more details and to register visit www.parksconservancy.org/academicinternships.

The Golden Gate National Parks strive to engage a workforce reflective of the community it serves. We do not discriminate on the basis of race, color, age, gender, national or ethnic origin religion, sexual orientation, or physical disability. All qualified applicants are encouraged to apply.

