



Muir Woods Visitors Services Interpretation Academic Intern

Golden Gate National Parks; In-Person

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

Interpretation is the practice of sharing the stories of a place to connect visitors and their experiences to our nation's natural and historic resources. Our profession is driven by the philosophy of engaging audiences to inspiring them to care about park resources and the collective history of our nation. Through this practice, the NPS communicates the values of environmental conservation and social justice in support of our mission of preservation, protection, and recreation.

A typical workday at Muir Woods is talking with visitors at an information station, roving and walking trails talking with visitors, and swearing in Junior Rangers. While walking and roving trails the person in these positions will be helping visitors with directions and orientation. Occasionally you might be asked to respond to emergencies to visitors with injuries on the trails.

Internship Overview

The goals of this internship position include working as a part of the front-line interpretation Park Ranger team and leading a 15-minute Ranger Talk (talk about the many natural resources in the park). The intern may also help with volunteer events at Muir Woods.

Muir Woods receives over 1.5 million visitors a year; work is in a fast-paced environment. There will be lots of opportunities in this position for someone excited to practice customer service skills and speaking in front of large groups.

This position is at Muir Woods, in Mill Valley. Work is performed in an office setting and outdoors. The AIP program requires at least 2 full days per week onsite.

Reports To: Park Ranger, MUWU Volunteer Coordinator

Essential Functions and Responsibilities:

- Staff a visitor information station.
- Help teach and enforce park rules to visitors, using education messaging.
- Increase your knowledge and gain a deeper understanding of coast redwood, old-growth forests, and the species that call them home.
- Work as a team to accomplish tasks, bringing in different perspectives, strengths, and backgrounds to the park.
- Walk and rove trails, giving visitors directions, reporting unsafe conditions to supervisors, and being a presence in the park for visitors to access.
- Report to work for scheduled shifts, communicate to supervisor if there are issues with your schedule.
- Reliable transportation is needed to get to and from Muir Woods. There is a shuttle that runs in the summer from Larkspur Landing Ferry Terminal and Sausalito Ferry Terminal, but days and times of operation vary.

Knowledge, Skills, and Abilities (KSAs):

- Interest in working in the outdoors.
- Interest in California plants and animals.
- Ability to talk to people from various ethnic backgrounds, parts of the world, and with different religious and cultural viewpoints.
- Knowledge of the San Francisco Bay Area Native American tribes.

- Knowledge of geology of California, and California coastal range of mountains.

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:

- Ability to sit, stand, or walk for long periods of time.
- Ability to work in hot, humid, to sometimes dusty, muddy, wet, and cold conditions.
- Ability to walk over uneven terrain, sometimes steep surfaces with tripping and slip hazards.
- Work is performed in an office setting and outdoors.

Terms of Position

- Start Date: May 29, 2024
- In-person (safety and public health permitting – virtual may be provided otherwise)
 - Work site: Muir Woods, Mill Valley
- Work Schedule: Full-time, Tue-Sat, 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:

- Working as a team in the National Park Service in the Division of Interpretation, Education, and Volunteers.
- Learn about California Coast Redwoods, native plants and animals and their habitats, as well as invasive species and the threats they pose to these species.
- Speaking in front of large audiences, being asked technical and scientific questions about the park, its ecology, and the history of people.
- Exploring a career in conservation, in a fast-paced work environment, with like-minded colleagues.
- Exploring the many careers that exist in conservation, and the many different jobs and duties that exist.
- 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 dollar (\$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.