



## Sustainability 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

We are looking for a Sustainability Intern that will work in the Planning and Environmental Programs Division of the Golden Gate National Recreation Area. The intern will assist with policy, planning, and outreach on a range of climate and sustainability projects and programs throughout the park.

### Internship Overview

The Sustainability Academic Intern will begin implementation of the park's newly updated Climate Action Plan. The intern will help create outreach materials about the Climate Action Plan, including a short video describing the elements of the plan.

A second component of the internship will be helping develop outreach materials related to public areas recycling programs.

Other opportunities may include working on sustainability projects related to energy and water conservation, transportation, or climate adaptation.

The Academic Intern will be paired with a high-school intern in the Climate Career Corps for 6 weeks of the summer, collaborating on a shared project.

Much of the work will be done in an office setting, with periodic fieldwork. This position requires the intern to have their own computer to complete the work.

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

**Reports To:** NPS Sustainability Coordinator

**Essential Functions and Responsibilities:**

- Collaborate with other Academic Interns to develop a short video describing the park's new Climate Action Plan
- Work with the Waste Diversion Coordinator on outreach materials for public areas recycling
- Mentor a high school intern on collaborative projects such as the video
- Other assignments can be developed that meet the intern's interests related to sustainability or climate change response

**Knowledge, Skills, and Abilities (KSAs):**

- Enthusiasm for sustainability and a desire to make a lasting impact
- Energetic, flexible, self-motivated, and a sense of humor
- Desire to work in a team and to work with a diversity of people with different backgrounds, ethnicity, races, genders, sexualities, ages, and viewpoints
- Ability to work independently and take on a leadership role as needed
- Good communication skills; treats others with respect; speaks and writes clearly and effectively
- Computer experience with Microsoft Office, especially Word and Excel.

- Experience with video-editing software a plus

### 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:**

- This is an office-based position with occasional site visits in the field.
- Intern should expect to work from home at least one day during the week and have reliable transportation to Fort Mason in San Francisco. Public transportation is easily available to the site.
- Intern should have a workspace at home that has reliable internet and is free from distractions.
- Intern should have a personal laptop that can be transported to Fort Mason for the office workdays.

### Terms of Position

- Start Date: May 29, 2024
- Hybrid (safety and public health permitting – virtual work will be provided otherwise)
  - Work site: Fort Mason, San Francisco and GGNRA
- Work Schedule: Full-time, Monday – Friday, 9 a.m. - 5 p.m. (flexible between those days if not working 5 full days), May 29<sup>th</sup> – August 2<sup>nd</sup> (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 about how to implement sustainability projects in a real-world setting, within the context of a government agency.
- Learn how to implement a project from start to finish, from initial scoping to workplan development to presentation.
- Develop organizational skills – how to plan a meeting or event including logistics, invitees, communication, etc.
- Develop collaboration skills – how to accomplish goals by identifying key partners and working across branches or divisions to get them done.
- Learn how to organize and analyze sustainability data.
- 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](mailto: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.