



Position Announcement

Invasive Species Intern (Seasonal, Part-time)

DESCRIPTION

The Ingham Conservation District is seeking an Invasive Species Seasonal Intern to support the work of the Mid-Michigan Cooperative Invasive Species Management Area (CISMA). The CISMA is a coalition of organizations across Ingham, Clinton, Eaton and Ionia Counties that coordinate on outreach and management activities that address invasive species in our region. The Intern will be employed from mid-May through August, up to 12 hours per week, during normal ICD business hours of Monday –Thursday, 9:00 am – 3:00 pm with occasional evening and weekend hours for meetings and special events.

JOB DUTIES

The intern will assist the Invasive Species Coordinator and Ingham CD Executive Director with Mid-Michigan Cooperative Invasive Species Management Area (CISMA) duties including the following:

- Promote the Michigan Invasive Species Grant Program (MISGP)
- Maintain a Working List of Regional Invasive Species
- Participate in Invasive Species surveys
- Participate in invasive species removal events (such as garlic mustard pulls)
- Utilize the Midwest Invasive Species Information Network reporting system
- Communicate invasive species information with the public via social media
- Share invasive species information with the public at regional events

REQUIRED QUALIFICATIONS

- Pursuing a degree in natural resources or related field
- Understanding of the impact of invasive species
- Excellent communication skills
- Proficiency with Microsoft and Google applications and Facebook
- Driver's license and reliable vehicle
- Ability to work outdoors in all weather conditions

DESIRED EXPERIENCE/SKILLS

- Familiarly with invasive species found in mid-Michigan
- Public education and outreach
- Webpage editing, Twitter and Instagram
- Social media content creation (e.g. Canva)

COMPENSATION

Hourly rate of \$10.00/hour plus mileage for attendance at meetings and events.

APPLICATION PROCEDURE

Please submit a cover letter, résumé and three references via email to Michelle Beloskur at michelle.beloskur@macd.org. Application materials **must be received by April 13, 2020**.

The anticipated start date is May 11, 2020. If you have questions, contact Michelle at michelle.beloskur@macd.org. No phone calls please. Visit www.inghamconservation.com for more information about the Ingham Conservation District and its programs.

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CONDITIONS OF ANNOUNCEMENT - The Ingham Conservation District reserves the right to make changes to the content of this position announcement without notification and may at any time withdraw the announcement.

EQUAL EMPLOYMENT OPPORTUNITY - Candidates will be considered without discrimination for any non-merit reason such as race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, marital or familial status, or membership or non-membership in an employee organization.