



To preserve and protect our natural and historic heritage

## **Job Title: Conservation Steward Intern (Unpaid; Summer 2017; Up to 4 positions available)**

Purpose of Position: To assist Heritage Conservancy with maintenance and management of our preserved properties throughout Bucks County and gain experience at a nationally accredited land trust.

Work Location: Heritage Conservancy at 85 Old Dublin Pike, Doylestown, PA 18901 and various properties throughout Bucks County.

Benefits to the Volunteer: The opportunity to gain a thorough knowledge of Heritage Conservancy's preserved properties and the maintenance required to properly care for these important natural areas that make Bucks County so unique and beautiful. Learn about the workings of a nationally accredited land trust and gain hands-on experience in conservation stewardship.

### Required Skills & Knowledge:

- Position advantageous to students majoring in: Natural Resource Management, Environmental Sciences, Animal Science, Biology, or other related science major. Other majors will be considered.
- Detail oriented, ability to take direction and complete tasks;
- Able to work both independently and cooperatively in a team with staff, interns, and volunteers;
- Must be self-motivated and eager to work and learn;
- Ability to endure potentially variable factors associated with outdoor work;
- Physically capable of hiking several miles, over uneven terrain, and carry 15- 20lbs. of equipment;
- Positive attitude, light-hearted nature and ability to work in a flexible work environment a plus;
- Enthusiasm for natural and historic preservation.
- A valid driver's license and own transportation to and from various locations around the county and to Aldie Mansion in Doylestown is required.
- Experience using Geographic Information Systems (GIS) and GPS is a plus.

Anticipated Activities: The responsibilities of the Conservation Steward Intern could include, but are not limited to:

- Assist Heritage Conservancy staff with various management activities on properties throughout Bucks County such as mowing grass near property entries, boundary monitoring and habitat restoration.
- Maintain and construct trails for recreational enjoyment of community;
- Remove invasive plants using physical and mechanical methods while preserving native plants;
- Occasionally interact with adjacent property owners;
- Survey the flora and fauna as needed on properties;
- Monitor and occasionally maintain various wildlife habitats both artificial (i.e. nest-boxes) and natural (i.e. vernal pools);
- Maintain necessary equipment for property management.
- Develop and prepare a land management plan for one of the Conservancy's smaller properties. Intern will receive necessary guidance to complete the plan.
- Report completed activities and total work hours to Heritage Conservancy at the end of each week via Volgistics, the online volunteer system.

- Represent yourself in a professional and respectful manner throughout the internship as you are representing Heritage Conservancy.

Outcomes/Goals: To further Heritage Conservancy's natural areas and historic preservation mission by assisting with stewardship and management of our preserved properties. To provide the intern with experience in property maintenance at a nationally accredited land trust.

Training & Support Plan: Training and monitoring will be provided by Conservation Steward, Jim Drennan.

Time Commitment: Approximately 20 hours per week. Tentative weekly schedule will be Monday, Wednesday and Friday 7:00 AM to 3:30 PM.

Length of Appointment: Approximately end of May through the second week of August (10 weeks). Continuation of internship is dependent upon satisfactory progress of work.

Minimum Age Requirement: College Level.

Dress Code: Appropriate clothes for field work such as pants, t-shirts, and sturdy close-toed shoes like hiking boots. Dress appropriately for varied weather conditions, e.g. rain gear and boots.

Reports To: Jim Drennan, (215) 345-7020 ext. 134 or [jdrennan@heritageconservancy.org](mailto:jdrennan@heritageconservancy.org)

How to Apply: Submit cover letter and resume to Shannon Fredebaugh at [sfredebaugh@heritageconservancy.org](mailto:sfredebaugh@heritageconservancy.org) by **April 16<sup>th</sup>**. Interviews will take place the last two weeks of April.

If you have questions about the volunteer program, other volunteer opportunities, or would like more information about Heritage Conservancy, please contact Shannon Fredebaugh, Senior Community Engagement Associate, at [sfredebaugh@heritageconservancy.org](mailto:sfredebaugh@heritageconservancy.org) or (215) 345-7020 ext. 104.