Loxahatchee River District's

River Center

Environmental Education

INTERNERSHIP

2020 SUMMER
Join us!

WHAT DO INTERNS DO?

Spend time in nature learning about the Loxahatchee River

Learn to lead educational tours and activities for groups of all ages including summer camp.

Create your own interest project!

Hands-on training is provided

TO APPLY

MORE INFORMATION:
lrdrivercenter.org/jobs

CONTACT US

(561) 743-7123
rivercenter@lrecd.org
lrdrivercenter.org
# Loxahatchee River District Job Description

<table>
<thead>
<tr>
<th>Job Title: River Center Internummer</th>
<th>Department: River Center</th>
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</thead>
<tbody>
<tr>
<td>Reports to: Environmental Education Manager</td>
<td>□ Exempt (Salaried)</td>
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<tr>
<td>Pay Grade: N/A</td>
<td>▪ Nonexempt (Hourly) SEASONAL Part-Time</td>
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## Summary Statement
Education Interns will be responsible for leading education tours and activities at the center for visiting school, homeschool, and camp groups. Flexible schedule is required working Monday -Saturday 8am-4pm (Some weekends & nights required based on program requirements). Daily responsibilities include, but are not limited to, greeting guests, caring for aquatic life, assisting in species collection, participating in outreach events, coordinating and recruiting volunteers, leading children’s programs, and assisting with special events. Education Interns are also encouraged to create, implement, and evaluate their own interest program or project during their time at the River Center with the assistance of our Educators.

## Responsibilities
- Greeting Guests
- Caring for Aquatic Life
- Assisting in species collections
- Participating in outreach events
- Leading education programs for all ages
- Assisting in special events
- Working with volunteers and giving instructions with follow-up
- Work as a summer camp counselor with campers age 6-17;
- Required to work Monday -Friday 8am-5pm during camp weeks.
- Book individuals and groups for programs using FareHarbor
- Update website and online calendars as needed.
- Performing other duties as assigned

## Education and Experience
- Currently enrolled, degree-seeking, College student (at least part-time) with a focus on: education, environmental sciences, marine sciences, biological science, water resources, etc.
- Lifeguard or paddle certification a plus.
- Prior experience working outdoors preferred
- Valid Florida Driver’s license
- Pass Drug Test; Physical and Level I & Level II Background check

## Key Competencies:
- Basic Computer skills
- Must be able to swim & complete Waterfront Lifeguard Certification or ability to acquire through training (for Summer Interns Only)
- Ability to operate a District Vehicle with a trailer

## Physical Demands:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

## Physical Conditions:
- Subject to inside environmental conditions: protection from weather conditions but not necessarily from temperamental changes (i.e. loading docks, garages, etc.).
- Subject to outside environmental conditions: no effective protection from weather.

Updated: January 2020
Subject to hazards: includes a variety of physical conditions, such as proximity to moving mechanical parts, electrical current, etc.

Physical Activities:
- ☒ Stooping
- ☐ Crouching
- ☒ Walking
- ☒ Grasping
- ☒ Kneeling
- ☒ Hearing
- ☒ Reaching
- ☒ Standing
- ☒ Climbing
- ☒ Crawling
- ☒ Twisting
- ☒ Swimming

Lifting:
- ☐ 10 pounds or less
- ☐ 11-20 pounds
- ☒ 21-50 pounds
- ☒ 51-75 pounds
- ☐ 76+ pounds

Pulling:
- ☐ 10 pounds or less
- ☐ 11-20 pounds
- ☐ 21-50 pounds
- ☒ 51-75 pounds
- ☐ 76+ pounds

Pushing:
- ☐ 10 pounds or less
- ☐ 11-20 pounds
- ☐ 21-50 pounds
- ☒ 51-75 pounds
- ☐ 76+ pounds

This job description in no way implies that the duties listed here are the only ones the employee can be required to perform. The employee is expected to perform other tasks, duties and training as dictated by their supervisors.

_________________________________                                                               ________________________
Employee Signature:                                                                                            Division Director:

_________________________________                                                              _________________________
Date:                                                                                                                       Date:

Updated: January 2020