Northern Virginia Soil and Water Conservation District

Environmental Outreach Internship – Spring 2023

This spring internship position will support the Northern Virginia Soil and Water Conservation District's award-winning spring outreach programs. We reach thousands of people and have a deep impact on many youth and adults.

The spring intern will support the following events and programs with office preparations and coordination in advance, staffing during the event, and follow-up afterwards:

- Outreach Events or Festivals (evening or weekend)
- College Scholarships
- Youth Conservation Camp
- High School and Regional Science Fairs
- Sustainable Garden Tour
- Envirothon Competition and Trainings
- K-12 In-person or Virtual Student Programming
- Potentially a Green Breakfast, Potomac Watershed Roundtable, and/or Rain Barrel Workshop

In addition, the intern will support the development of outreach and informational material for delivery through social media (Facebook and Instagram), webinars, and printed material. Other duties that support NVSWCD's mission may be assigned as necessary and build upon the strengths and interests of the individual. Interns will report to NVSWCD's Communications and Education Specialist and closely coordinate efforts with other NVSWCD staff.

NVSWCD's interns work in a professional setting and acquire practical experience in data collection and management, as well as the development of programmatic guidance, execution of education and engagement programs, and informational or promotional materials for various audiences.

Skills and Abilities:

- Strong writing and speaking skills.
- Excellent attention to detail and organizational abilities.
- Professionalism with partners, public, and students.
- Able to work independently; trustworthy and assumes responsibility easily.
- Performs well on a team, excellent relationship with colleagues and supervisors.
- Learns quickly, not afraid to troubleshoot independently and ask questions.
- Self-starter, able to meet deadlines.
- Desired: Experience with outreach efforts, social media, web editing software.

The intern must display professionalism, patience, attention to detail, a willingness to learn, and a good sense of humor. Evening and weekend work may be required.

Education and Experience

- Enrollment in or graduate of an accredited college or university with a degree in natural resources, environmental planning, environmental science, sustainability, or related area.
- A conservation ethos and/or an understanding and appreciation of environmental and conservation matters.

Physical Requirements
Ability to spend extended periods of time standing, walking, and ability to traverse rough and uneven terrain. Must be able to work in varying weather conditions. Must be physically able to lift 15 pounds.

Conditions for Employment
Must pass a criminal background check, a check of the Child Protective Services Registry, and a driver's license check to the satisfaction of the employer. Use of a personal vehicle required; mileage will be reimbursed at current IRS rate.

Term & Compensation
January 30, 2023 – June 30, 2023; 22 weeks, 20 hours/week, $18/hr
The intern will be paid every other week with staff payroll. Taxes will be withheld. This is a limited-term position that does not include benefits.

Office Location
12055 Government Center Parkway, Suite 905, Fairfax, VA 22035

Telework privileges may be granted during this time. Remote work locations must include access to a phone, computer, internet, and printer. Compensation for use of a personal phone, computing equipment, and internet service is not provided. Work is expected to be approximately 50% in person and 50% virtual.

How to Apply
Interested applicants should email their resume, accompanied by a cover letter and contact information for two references to conservationdistrict@fairfaxcounty.gov by Friday, January 13, 2023.

About NVSWCD
The Northern Virginia Soil and Water Conservation District is a political subdivision of the Commonwealth of Virginia. Its boundaries are the same as those of Fairfax County, home to nearly one million people. Founded in 1945 by citizens concerned about conserving natural resources, NVSWCD is now one of 47 conservation districts in Virginia and approximately 3,000 nationwide. The agency is governed by a five-member Board of Directors who employ twelve staff to carry out the organization's technical and educational programs.

The agency's goal is to promote clean streams and protected natural resources. We achieve this through effective leadership, technical assistance and outreach programs in collaboration with government, industry, and the public.

NVSWCD is not a regulatory agency. Instead, the agency provides conservation information, technical services, educational programs and volunteer opportunities to residents on many aspects of water quality, nonpoint source pollution and stream health. We also connect residents with environmental initiatives and opportunities through our Watershed Calendar and other online listserves.

The Northern Virginia Soil and Water Conservation District is an equal opportunity/affirmative action employer. Its programs, activities and employment opportunities are available to all people regardless of race, color, religion, sex, age, national origin, or political affiliation.

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www.fairfaxcounty.gov/soil-water-conservation