Rubenstein School of Environment and Natural Resources

Perennial Internship Program – Summer 2025

Internship Position Description

Internship Title: VT ANR FPR Trail Experience Intern

Internship Site: Essex Junction District Office – Field Based (State Lands in NW VT including Camel's Hump State Park, west side of Mt. Mansfield, Bolton Nordic & Backcountry, Niquette Bay State Park, Law Island State Park, and other locations in the District)

Description: This internship will provide the student with exposure to a variety of tasks involved with managing recreation on public land.

Focus Project: Data Quality Control

A key component of ensuring a high-quality visitor experience is having an understanding of how many folks may be in an area during a certain time frame. To this end, I have a number of TrafX trailhead counters set up. The intern will help collect data that will help supplement the counter data. For example, there is a trail counter set up on Sunset Ridge Trail that is set-up with the default 'divide by 2' method, which assumes folks are hiking up and down on the same trail. The counter divides by 2, so as not to overcount users. Many folks loop hike from Underhill State Park, going up a handful of trails and then coming down Sunset Ridge Trail. The intern will help quantify the difference between folks doing loops hikes and those doing out and back hikes. This kind of information is hugely valuable for clarifying existing data and better telling the story of recreation infrastructure use on state owned land. The intern would be expected to be able to be outside for up to 3 hours in one location to do this kind of work.

Other Experiences:

The intern will be able to work with the Trail Coordinator on various tasks such as trail maintenance – which entails using hand tools to clear water diversion structures (ex. Waterbars, ditches) as well as removing blowdowns with handsaws. They may also shadow the Trail Coordinator when they are conducting trail assessments to plan for future trail projects.

***Rubenstein students currently in their sophomore and junior years are eligible to apply. Earning Independent Study or Internship credit through the Rubenstein Internship Program is required. ***

The intern will have the opportunity to work with Niquette Bay State Park staff when they visit Law Island State Park to do basic maintenance of camp sites, privies, and the around-the-island trail.

The intern will have the opportunity to shadow the Outdoor Recreation Specialist on various projects including partnership work.

Desired qualifications/skills/coursework*:

- Interest in data collection and how it is applied
- Ability to work in and be prepared for nearly all-weather conditions including rain, heat, humidity and bluebird days.
- Hike to and from project sites over rugged backcountry terrain, carrying tools and equipment
- Ability to work independently
- Professionally represent the Dept. of Forests, Parks & Recreation to the public and partner organizations
- Commitment to backcountry stewardship and Leave No Trace ethics
- Must have access to a vehicle

Supervision: Outdoor Recreation Specialist IV, Kathryn Wrigley

Start and End Dates: (Mid-May to Mid-August 2025 – exact start/end dates are negotiable)

Total Hours: 30 hours/week for 10 weeks

Compensation: $18/hour

How to apply:

Rubenstein students who will have completed their sophomore or junior year by summer 2025 are eligible to apply. Students graduating in May 2025 are not eligible to apply. Earning Independent Study or Internship credit through the Rubenstein Internship Program is required.

1. Click the following link to view the Rubenstein Perennial Internship Descriptions in Handshake: https://uvm.joinhandshake.com/employers/226837

- If asked to log in: click “UVM Net ID Login” & login.
- Click the Favorite button to enable easier searches in the future.

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2. Click “View All Jobs” in Jobs at Rubenstein Perennial Internship Program box on right side of page.

3. You should now see the Perennial Internship opportunities! Click “View Details” to learn more about each position.

- Please do take the time to carefully read each individual description so that you don’t miss a great opportunity by judging an internship solely on its title.
- You may apply for up to **three** Perennial Internships.
- All applications are due by **11:59pm, on Friday, February 7th, 2025**.

4. You’ll need to upload both required documents in Handshake before you can apply for any Perennial Internship:

- Click on your name at top right of screen in Handshake
- Select Documents.

5. Please upload all documents as PDFs. The following are the required documents:

- Resume
- Cover Letter
    - You should write and upload a unique cover letter for each position to which you are applying.
    - In your cover letter, provide the name & contact information for at least one professional reference. This could be someone who supervised you in a past work/internship/volunteer position, or a professor or teacher, etc. The person listed should not be the person who completes your recommendation form.
- A PDF listing the name of the person to whom you have sent the Recommendation Form and their email contact information (see below).

6. In addition to the documents listed above, a **recommendation form will need to be completed by a Rubenstein faculty, graduate student, or staff member of your choosing**. When you ask your recommender if they are willing to complete the form to support your application, please provide your recommender:

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- This link: RECOMMENDATION FORM
- Only one recommendation form needs to be completed regardless of how many Perennial Internships you are applying for.
- Your recommender will complete & submit this form online and then your recommendation will be confidentially added to your application(s). This recommendation form needs to be submitted by the February 7th, deadline.

7. Make sure that your resume and cover letter(s) are as strong as they can be! Utilize the resources around you:

- Get your resume and cover letter reviewed by a Career Counselor at the Career Center. You can check the Career Center's drop-in hours here. The Career Center also offers a guide on building your resume available here.
- Set up an appointment with one of Rubenstein's Career Coaches - Emily LeForce or Cathy Shiga-Gattullo - or with PIP Coordinator, Sarah Mell. Sarah Mell will also be available on Wednesdays from 1pm-3pm for PIP Drop-ins! Just swing by Aiken 220 to connect!

8. If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during late February to early March.

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