



Rubenstein School of Environment
and Natural Resources

Internship Position Description

Internship Title: Phytoplankton Phenology Intern

Internship Site: Vermont Limnology Lab at Rubenstein Ecosystem Science Lab

Description: The “Thin Ice” project phytoplankton intern will characterize algal samples collected from experimental ponds at Cornell University over the past year. These samples are part of a large collaborative project investigating the effects of changing winter dynamics and loss of lake ice on lake ecosystem function and phytoplankton phenology. The intern will be trained in algal taxonomy and team science, working collaboratively with a team of researchers and students from universities across the U.S. and Canada. The position will be 75% lab-based microscopy work in the Vermont Limnology Laboratory (VLL) at the Rubenstein Ecosystem Science Lab and 25% field work. Field work may include contributing to other ongoing VLL projects on Lake Champlain, Shelburne Pond, or remote Northeast Kingdom lakes. The intern may also have the opportunity to visit collaborator research sites in New York, Missouri, or Colorado.

Desired qualifications/skills/coursework: Applicants should have completed general biology and ecology courses, including NR2030, BIOL/BCOR 1400 & 1450 or equivalent. No other experience is necessary, as we will provide training.

Supervision: Primary supervisor: Eva Hendrickson (RSENr M.Sc. student) with support from Mindy Morales & Meredith Holgerson (Cornell)

Start and End Dates: Preferred dates are May 18 – Aug 21, but this is flexible depending on availability.

Total Hours: (20 hours/week for 12-14 weeks)

Compensation: \$18/hour

How to apply:

Rubenstein students who will have completed their sophomore or junior year by summer 2026 are eligible to apply. Students graduating in May 2026 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.

2. Click “View All Jobs” in Jobs at Rubenstein Perennial Internship Program box on the 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 Wednesday, February 4th, 2026.**

4. You’ll need to upload a Resume, Cover Letter, and Recommender File in Handshake before you can apply for any Perennial Internship:

- Click on your name at top right of screen in Handshake
- Select Documents.
- 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.
 -  Recommender File (see below) - as you will not have access to the form, you are asked to upload a PDF with the name and email of the recommender to whom you have sent the recommender form.

5. 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:

- 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 and 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 4th, deadline.**

6. 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 the PIP Coordinator, [Sarah Mell](#). 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 from late February to early March.