

Rubenstein School of Environment and Natural Resources

University of Vermont

Perennial Summer Internship Program - 2023

Internship Title: Wetland Field Technician

Internship Site: National Life Campus, Montpelier, VT. Field work to be conducted state-wide.

Description: Spend your summer with a team of wetland ecologists sampling wetlands to assess their biological, physical, and chemical condition across Vermont. Sampling efforts include identifying plants, characterizing soil profiles, collecting water quality samples for laboratory analysis, and wetland rapid assessments. Interns will occasionally (~20% of time) participate in the Wetlands Program mapping project assisting with field review. This project's goal is to update the national wetland inventory map using state of the art technology to improve wetland mapping in Vermont.

Desired qualifications/skills/coursework: Interest and/or experience in field work involving wetland ecology, botany, soil science, water chemistry and field surveying methods. Candidates must be able to carry 30 pounds of gear and spend long days (in a variety of weather conditions) in rubber boots walking on uneven terrain. Some overnight travel may be required. Coursework desired in one or more of the following: Soil Science, Wildlife, or Botany. A valid driver's license is desired as well.

Supervision: Tina Heath, Wetland Biomonitoring Supervisor will provide administrative supervision. Daily oversight will be provided by field crew lead Charlie Hohn.

Start and End Dates: Mid-May – Mid-August, 2023 (exact start/end dates are negotiable)

Total Hours: 40 hours/week for 12 weeks

Compensation: \$15.00/hour

How to apply: Rubenstein students who will have completed their sophomore or junior year by summer 2023 are eligible to apply. Students graduating in May 2023 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 right side of page.

3. You should now see the great 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 Monday, February 6th, 2023.

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

i. You should write and upload a unique cover letter for each position to which you are applying.

ii. 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.

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:

- This link: [Recommendation Form Link](#)
- 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 6th, deadline**.

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

- The Rubenstein Student Advisory Board members are great at reviewing resumes/cover letters and providing helpful feedback! Email the SAB to schedule an appointment after the start of the semester, or stop by their peer mentoring hours when the Spring semester starts (schedule to be posted by Jan 16, 2023): rsenrsab@uvm.edu
- 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](#).
- Get connected with folks in the Rubenstein Student Services Office for resume and cover letter review during drop-in hours:
Meghan Young – Tuesdays, 5:00-6:00pm, Aiken 219
Emily LeForce – Thursdays, 1:00-3:00pm, Aiken 220 Hub
Cathy Shiga-Gattullo – Mondays, 1:00-3:00pm, Aiken 220 Hub

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.

