

**Rubenstein School of Environment and Natural Resources  
University of Vermont  
Perennial Summer Internship Program – 2023**

**Internship Title:** MALT Trails and Land Stewardship Intern

**Internship Site:** Middlebury Area Land Trust

**Description:** The Middlebury Area Land Trust (MALT) connects people with the conserved and protected lands of Addison County. Our mission is to work with our community to conserve natural and productive landscapes, and to enhance scenic, recreation, and education opportunities. We have conserved over 1600 acres in Middlebury and the surrounding towns, including natural resources like land along the Middlebury River corridor and Otter Creek. We work to develop important recreation amenities such as Otter View Park and Wright Park. More recently we have focused on maintaining the popular 19-mile Trail Around Middlebury (TAM) and collaborated with the National Park Service to extend the North Country National Scenic Trail (NCT) via connector trails to Snake Mountain and the TAM from the Crown Point Bridge. Visit [maltvt.org](http://maltvt.org) to learn more.

**Internship Duties/Tasks:** MALT seeks a Summer trails and land stewardship crew member beginning June of 2023. The staff will work 35 hours per week.

75% of the work will focus on several key projects on the TAM trail and the NCT:

Trail maintenance activities will include:

- Working alongside MALT's Lands and Trails Manager, Middlebury College GIS intern, Americorps members, and community volunteers to meet seasonal trail maintenance needs:
- Spreading gravel and woodchips on the TAM
- Water bar construction
- Tree and brush removal
- Mowing and bush hogging
- Suspension bridge maintenance
- Boardwalk construction
- Invasive species management throughout town forests and trail sections on both the TAM and the NCT
- Leading volunteer work parties with MALT staff; specifically, regarding invasive species removal and water management on the trail.
- Erosion control on various sections of the TAM and surrounding town forests adjacent to the Otter Creek

25% of the Interns work will be focused on one of the three following Projects:

- Joining MALT's Summer education staff to help teach a week of MALT outdoor Summer Camp – Taste of the Wild. See camp brochure.
- Update photo point and easement maps for three of MALT's conserved lands which will be used by community volunteers in the winter of 2023 for monitoring.
- Perform an ecological assessment for recently conserved Willards Woods to include in the Baseline Documentation report.

**Desired qualifications/skills/coursework:**

- Trail building knowledge and experience
- Familiarity with power tools such as drills, saws, weed whackers, and mowers.
- Comfortability interacting with community members, partners, and volunteers - representing the mission of MALT while in the field
- Coursework surrounding natural communities of Vermont, conservation, and ecological restoration
- GIS knowledge and basic map making skills for project focused on improving 2-3 easement maps.
- Education experience with youth, ages 6-12, preferred for the project focused on teaching Taste of the Wild Summer Camp

**Supervision:** Caleb Basa – Lands and Trails Manager

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

**Total Hours:** 35 hours/week for 11 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 6<sup>th</sup>, 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](mailto: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.