Rubenstein School of Environment and Natural Resources

University of Vermont

Perennial Summer Internship Program - 2018

**Internship Title:** Forest Ecosystem Monitoring Cooperative Forest Health Monitoring Intern

**Internship Site:** Burlington, Mount Mansfield, Lye Brook Wilderness and other locations around Vermont.

**Description:** Intern will train (as part of a team of interns) with Vermont Department of Forest, Parks and Recreation (VT FPR) and USFS Green Mountain and Finger Lakes National Forests (GMFL) staff to inventory and assess forest plots as part of a two monitoring programs – FEMC’s state-wide forest health monitoring and the GMFL-directed Long-term Ecosystem Monitoring Program. Interns will work closely with forest health professionals to visit monitoring plots, quantify stand composition and structure, assess canopy condition, collect hemispherical photos for digital assessments of crown closure, and conduct understory vegetation assessments.

After training, interns will be expected to work independently to plan daily trips, maintain equipment, interact with landowners and project partners, conduct field work, utilize and enter data into the FEMC database, as well as develop and contribute content to FEMC social media outlets.

After all plots have been measured, interns will be expected to conduct a summary analysis and quality assurance assessment of the data for the year. This could include simple descriptive metrics of plot measurements, or more complex statistical analyses to compare methodologies, species or locations. The intern’s final report or poster on the measurements collected will be published to the FEMC website at the end of the season and promoted at the FEMC Annual Conference in December.

**Desired qualifications/skills/coursework:** Because of the nature of this field work, interns must be comfortable in the field and capable of hiking long distances over rough terrain. Some camping overnight will be required to minimize travel time to clusters of distant plots. There may be days requiring travel where interns will be expected to work 10+ hours (when daylight allows).

Successful applicants must be knowledgeable of the common tree species in our area. This can be demonstrated by having completed the NR21 dendrology course. Because some plots are unmarked, comfort with GPS navigation is also required. Exposure to additional forest inventory sampling techniques (hypsometers, d-tapes, prisms, etc.) are preferred but not required.

Some quantitative skills and familiarity with common software such as Microsoft Excel, Access (database functionality) and Powerpoint (presentation and poster development) are helpful in working with data and communicating results of internship efforts. Familiarity with social media is also a plus as interns lead the FEMC outreach via Facebook, Instagram, and Flickr over the course of the summer.

As with any research study, attention to detail and a willingness to raise questions or concerns are imperative. Because this field crew will work independently for much of the internship, successful applicants must also demonstrate a high level of maturity, responsibility and attention to safety standards. Because of the nature of this work, it is likely that work weeks will consist of four 10 hour days.

**Supervision:** Interns will work closely with Jim Duncan (FEMC Director), Jennifer Pontius (RSENR faculty) and John Truong (FEMC Field and Project Coordinator) for the first several weeks of the internship. After this initial
training period, interns will be expected to continue field work independently and in coordination with VT FPR staff, reporting back to supervisors at the end of each week.

**Start and End Dates:** June – August, 2018 (exact start/end dates are negotiable)

**Total Hours:** 40 hours/week, for at least 10 weeks

**Compensation:** $11.25/hour commensurate with skills and experience

*Rubenstein students who will have completed their sophomore or junior year by May 2018 are eligible to apply. Rubenstein students can apply for up to 3 Perennial Internships. Earning internship credit through the Rubenstein Internship Program will be required.*

**How to apply**

1. Click the following link to view the Rubenstein Perennial Internships in Handshake ([https://uvm.joinhandshake.com/employers/226837](https://uvm.joinhandshake.com/employers/226837))
   a. Make sure that you’re using the UVM Net ID Login button.
   b. If you have not logged into Handshake before, you will be prompted to complete your profile before viewing the Rubenstein Perennial Internships

2. Click the Favorite button to enable easier searches in the future

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

4. You should see 34 great internship opportunities! Click “View Details” to learn more about each position.
   a. Please do take the time to read through each individual description so that you don’t miss a great opportunity by judging an internship solely on its title.
   b. You may apply for up to three Perennial Internships
   c. All applications are due by midnight, Wednesday, January 31st, 2018

5. You’ll need to upload all required documents in Handshake in order to apply for any Perennial Internship:
   a. Click on your name at top right of screen in Handshake
   b. Select Documents

6. Please upload documents as pdfs whenever possible. The following are required documents:
   i. Resume
   ii. Cover Letter - You should write & upload unique cover letters for each position to which you’re applying.
   iii. Transcript - Login to your my uvm portal, click on the Registrar link, click Request Official Transcript by email, once received save it as a pdf and upload
iv. Other Required Documents - Reference(s) & Position Ranking - in one document, please include & upload:

1. Reference(s) – Provide name & contact information for at least one professional reference. This could be someone who supervised you in a past work/internship/volunteer position, a professor or teacher,

2. Position Ranking - If you are applying for more than one Perennial Internship, provide a list of the positions in rank order.

7. In addition to the documents you’ll submit, a recommendation form needs to be completed by a Rubenstein faculty, graduate student or staff member of your choosing. Please provide your recommender this link to the recommendation form when you ask if they are willing to complete the form to support your application.

   a. Only one recommendation form needs to be completed regardless of how many Perennial Internships you’re applying for. This recommendation form needs to be completed by the January 31st deadline.

   b. Your recommender will complete & submit this form online and then your recommendation will be confidentially added to your application(s).

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

   a. The Rubenstein Stewards are great at reviewing resumes/cover letters and providing helpful feedback – stop by Aiken 219 and be sure check out their office hours.

   b. Stop by Anna Smiles-Becker’s (Rubenstein Career Counselor & Internship Coordinator) office (Aiken 220G) to sign up for a resume/cover letter review appointment.

   c. Visit the The Hub, 1st Floor Davis Center Mondays-Thursdays 10am-5pm, Fridays 10am-3pm.

9. A team of Rubenstein faculty and staff will be reviewing all submitted applications and forwarding materials onto each Perennial site. If you are selected to interview for a Perennial Internship, you will be contacted by the site to set up an interview during early-mid March.