Internship Title: Habitat Restoration Intern

Internship Site: U.S. Fish and Wildlife Service, 11 Lincoln Street, Essex Junction VT 05452

The office is directly adjacent to stop 8 (Amtrak) on CCTA Route #2

Description: The U.S. Fish and Wildlife Service’s Partners for Fish and Wildlife program works throughout Vermont to restore habitat for the benefit of migratory birds, interjurisdictional fish, and federally listed species. This is primarily accomplished through wetland/riparian habitat restoration projects and aquatic organism passage projects (culvert replacements/dam removals). The habitat restoration intern will assist biologists with habitat restoration implementation, assessment, and stewardship activities. The majority of work will be completed in a field setting (vehicle provided). Learn more: [https://www.fws.gov/lcfwro/habitat/partners.html](https://www.fws.gov/lcfwro/habitat/partners.html)

A breakdown of the intern’s anticipated duties are as follows:

Riparian habitat restoration and site stewardship (75%)
- Tree planting
- Habitat and stewardship assessments of restoration sites
- Invasive plant control using herbicide and hand tools
- Desktop GIS analysis of potential restoration areas

Wetland Habitat Restoration (25%)
- Purple loosestrife beetle breeding program
- Surveying and mapping of potential restoration sites
- Vegetation plot monitoring

Desired qualifications/skills/coursework:
- Experience collecting data in a field setting
- Enthusiasm for working in the field, and a willingness to work outdoors in potentially inclement weather and harsh conditions (rain, biting insects, steep slopes, overgrown vegetation, uneven terrain) for up to 10 hours/day
- Basic plant identification skills (dendrology/tree identification, wetland plants)
- Ability to use hand/power tools (hand scythes, weed whackers, etc.) and willingness to apply herbicide. All herbicide application will be overseen by a licensed herbicide applicator
- General understanding of the field of wildlife biology
- Familiarity with GIS software and GPS units
- Effective oral communication skills
- Ability to interact at a professional level with members of the public, private landowners, and agency partners
- Experience entering data in Microsoft Excel
- Ability to work effectively with limited supervision
- Positive attitude and a willingness to learn
**Supervision:**
The habitat restoration intern will be primarily supervised by Katie Kain, USFWS Biologist. However, the intern may also work with several other USFWS biologists on various projects throughout their internship.

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

**Total Hours:** 20-30 hours/week, 12 weeks

**Compensation:** $12.50/hour

*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)
   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.