Internship Title: Wetland Evaluation, Assessment and Monitoring

Internship Site: Montpelier, VT; regular field work will occur throughout Vermont.

Description: Help the State build knowledge of the health of Vermont wetlands through field data collection. This internship position will provide support for the 2018 bioassessment season of the ANR Wetlands Program. The internship will focus on two main goals: gathering data to assess the condition of Vermont's wetlands, and gathering information on exemplary wetlands that may warrant enhanced Class I protection. Both aspects of the internship will primarily focus on field work, with some office assistance possibly including data management, technical assistance and project management tasks. The intern may also assist wetland ecologists with regulatory tasks. All field travel will leave from and return to Montpelier using ANR vehicles.

The wetland assessment portion of the internship will focus on assessing various wetlands in the western portion of Vermont. Field work for this project will have a primary focus from late June through late August, and will involve participating in a team of two to three state ecologists with a variety of tasks. Specific field duties include establishing plots to document the diversity and abundance of plant species, characterizing the soil profile, collection of water quality samples, mapping, and using the Vermont Rapid Assessment Method. Field days generally require a full 8-hour day and sometimes longer hours; a small number of overnight visits to southwestern Vermont may occur. Associated office tasks may include data entry and quality control; calibrating water sampling equipment; processing of water samples; and identifying and processing botanical specimens.

The Class I wetland portion of the internship will involve investigating select high-value wetlands throughout the state and identifying whether they may qualify for Class I status. This may consist of field visits to the wetland as well as reviews of existing data and analysis of the functions, values, and biological characteristics of these wetlands.

There will be an opportunity to gain experience in the survey and collection of plant specimens, identifying wetland stressors, gathering hydrological and water quality data, and collecting and assessing soil samples. Responsibilities in the office/laboratory setting will include preparing and organizing supplies for sampling, reviewing field data, and managing botanical specimens. The intern will also be introduced to the regulation of activities in wetlands.

Desired qualifications/skills/coursework:

- Position requires a highly organized individual with attention to detail. Flexibility is also important, with the ability to maintain focus while performing a diverse set of tasks.

- Prior field work experience, with an ability to work under potentially challenging field conditions (adverse terrain in hot, humid and/or rainy weather).

- Prior coursework in any of the following areas; wetland/water resources, botany, soils, hydrology, and/or ecology.

- Experience collecting water quality data.

- Experience with using a database, data management, and/or GIS programs.
- A general familiarity with Vermont’s Wetland Rules, Natural Heritage Inventory releve plot methodology, and/or EPA’s National Wetland Condition Assessment

Supervision: Intern will be supervised in the Watershed Management Division by the Wetlands Program and will work daily with the bioassessment field leader and periodically check in with the Program Manager. (Charlie Hohn primary contact)

Start and End Dates: June 5 to August 21, but dates are negotiable.

Total Hours: 32 hours/week, 12 weeks

Compensation: $12.50/hour. Earning internship credit through UVM is required.

*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.