

Rubenstein School of Environment and Natural Resources

University of Vermont

Perennial Summer Internship Program - 2021

Internship Title: Aquatic Invasive Species (AIS) Intern

Internship Host: Vermont Agency of Natural Resources: Department of Environmental Conservation Lakes and Ponds Program

Internship Site: Field work is conducted statewide at various waterbodies, primarily lakes and ponds, and carpooling from the UVM campus or greater Burlington area will be possible for some of the work. Office and lab work is conducted in Montpelier at the National Life Campus, which is serviced by the CCTA Regional bus service (<http://cctaride.org/bus-routes-schedules>).

Description: Intern would work side-by-side with experienced ANR Watershed Management Division field staff to monitor for aquatic invasive plants and animals and implement control techniques for select species when necessary. This aspect of the position may involve sampling, surveying, or harvesting invasive species from motorized watercraft, kayak, and in-the-water monitoring using snorkeling gear, depending on each individual situation. The intern will also be involved in AIS spread prevention efforts, which may involve training in watercraft inspection and decontamination for aquatic invasives and assisting with ANR's messaging campaign to inform the public of AIS threats. Depending on the skillset of the intern, there may be opportunities to generate print and online media for the program, as well as the ability to contribute to the Watershed Management Division's online blog. Field projects occur at various sites statewide between April and November, as weather allows, and the position will be comprised of roughly 75% field work. The intern will also have the chance to assist staff with educational workshops, laboratory identification of native and nonnative plants and animals, and other opportunities that may become available over the course of the summer. The intern will be involved in nearly all facets of AIS management, and will leave this internship with an understanding of the environmental, financial, and social aspects considered when managing invasive species.

Desired qualifications/skills/coursework:

- Must be able to swim and be comfortable working in motorized and non-motorized watercraft in all types of weather conditions
- Must be able to lift moderately heavy objects (e.g., boat anchor, sampling gear, canoe, kayak)
- A basic biological knowledge a must, aquatic biology background helpful
- Prior experience with taxonomic keys a plus
- Prior boating experience a plus, but not required
- Working knowledge of EXCEL, WORD, and basic database management preferred

Rubenstein students currently in their sophomore and junior years are eligible to apply. Seniors graduating in May 2021 are not eligible to apply. Earning Independent Study or Internship credit through the Rubenstein Internship Program is required. Due to possible restrictions related to the ongoing COVID-19 pandemic, Perennial Internships may happen as described, be modified or canceled.

Supervision: Intern will be supervised by Kim Jensen with the Aquatic Invasive Species Management Program within the Watershed Management Division of ANR's Department of Environmental Conservation.

Start and End Dates: June 1 to August 14, but dates are negotiable.

Total Hours: 32 hours/week for 12 weeks

Compensation: \$12.50/hour. Earning internship credit through Middlebury College or UVM is required.

How to apply: Step-by-step instructions. Please follow them closely.

- 1) Click the following link to view the Rubenstein Perennial Internship Descriptions in Handshake:
<https://uvm.joinhandshake.com/employers/226837>
 - a) If asked to log in: click “UVM Net ID Login” & login.
 - b) 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.
 - a) 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.
 - b) You may apply for up to **three** Perennial Internships.
 - c) All applications are due by 11:59pm, Wednesday, February 17th, 2021.
- 4) You’ll need to upload both required documents in Handshake before you can apply for any Perennial Internship:
 - a) Click on your name at top right of screen in Handshake
 - b) Select Documents.
- 5) Please upload documents as pdfs. The following are required documents:
 - a) Resume
 - b) Cover Letter
 - i) You should write and upload unique cover letters for each position to which you are applying.
 - ii) In your cover letter, 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, etc. The person listed should **not** be the person also completing 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.
 - a) When you ask your recommender if they are willing to complete the form to support your application, please provide your recommender this [link to the recommendation form](#)
 - b) Only one recommendation form needs to be completed regardless of how many Perennial Internships you are applying for.
 - c) 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 17th deadline.

- 7) 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. Email the Stewards to schedule an appointment after the start of the semester: RSENRStewards@uvm.edu
 - b) Get your resume and cover letter reviewed by a Career Counselor at the Career Center. [You can learn more here about how to schedule an appointment.](#)
 - c) Sign up for a resume/cover letter review appointment with Anna Smiles-Becker (Rubenstein Career Counselor & Internship Coordinator) using [Navigate](#).

- 8) 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.