Internship Title: Vermont Center for Ecostudies Mountains and Lakes Field Biology Internship

Internship Site: Based out of our Norwich and Craftsbury, VT offices, with field sites across Vermont and in the mountains of NH (and possibly ME). The intern will need to secure housing for the period of the internship local to Norwich (which can easily be done through sublet of student housing at nearby Dartmouth College.)

Description: The position will involve immersion in many aspects of VCE’s diverse wildlife research and monitoring projects, including (but not limited to) the Vermont Loon Conservation Project, Mountain Birdwatch, long-term bird banding on the Mt. Mansfield ridgeline, and studies of vernal pool amphibian ecology. Responsibilities will vary from day to day and week to week, but will include field work and office-based tasks such as error-checking and digitization of data. Field work for the Mountain Birdwatch project will include extensive backcountry hiking and leave-no-trace camping (1 or 2 nights at a time), navigating by GPS in pre-dawn hours to conduct surveys of high elevation songbirds. Field work for the Loon Conservation project will include transporting a kayak or canoe on the intern’s vehicle and using it on remote lakes and ponds to monitor loon activity, search for nests, and deploy and recover nest warning signs and nesting platforms. The loon work will also involve spontaneous conversations with residents and recreationists at loon lakes, to both gather their observations and share information and educational materials as opportunity presents. Data validation is office work to error check citizen scientists’ data from Mountain Birdwatch routes. Attention to detail is essential for data validation tasks.

Desired qualifications/skills/coursework: This internship requires significant maturity and ability to work independently and also very collaboratively and closely with one field partner. Self-direction will be essential to completing assigned projects, since after training is complete the intern and one field partner will often be responsible for carrying out the field work without direct supervision. Strong and collegial communication skills are essential, as well as demonstrated good judgment in field-based situations. Some formal education in wildlife biology or a closely related field. Also required is a willingness to work unpredictable hours in demanding field conditions, to physically exert oneself, to work both independently and in a close-knit team situation, to be flexible in scheduling activities, and to show an abundance of good-natured humor. Applicants should be prepared to travel independently around Vermont and occasionally to surrounding states, to conduct loon surveys via kayak (training will be provided), and to conduct hiking-based surveys of mountain birds. Ability to work in variable weather conditions, traverse uneven terrain, carry upwards of 20 pounds in a backpack, camp in the backcountry, and otherwise maintain good physical condition are essential. Willingness to camp in remote areas and ability to use a GPS for navigation on foot in the dark to survey locations are also important. Ability to navigate in a car using a roadmap (instead of GPS) is essential. Prior experience conducting biological field work, particularly involving identification of birds by sight and sound, is preferred, but not required. Intern must have a pair of binoculars and a reliable vehicle that can transport a kayak.
Supervision: Mountain Birdwatch and Loon Conservation project directors

Start and End Dates: Mid-May – early-August, 2017 (exact start/end dates are negotiable), with at least one week in late May, all of June, and at least 1 week in August. (The remainder of the time to be distributed through July and early August).

Total Hours: 32-40 hours/week, 10-12 weeks – Total of 400 hours

Compensation: $12.50/hour. Earning internship credit through the Rubenstein School Internship Program is required. Mileage reimbursement at the federally approved rate. This is a temporary position and not benefits-eligible.

*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.
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.