COLLEGE INTERNSHIP PROGRAM

This internship provides students with experience in all aspects of the Schuylkill Conservation District. Interns will work on District programs, including: watershed restoration and planning, conservation planning, water quality monitoring, farmland preservation, education and outreach, erosion and sediment control, parks and recreation, and office administration.

Interns will collaborate with staff to plan and implement restoration projects, perform maintenance and monitoring of projects, provide overall project support, and raise community awareness on the importance of conservation.

An internship is a great way to network, meet professionals in natural resources conservation, and gain experience in a work environment. The SCD is looking for interns that are not only wanting work experience, but valuable learning opportunities that help develop lifelong skills as well as gaining a deeper understanding of concepts learned in classes through hands-on applications.

Internships are generally offered in the summer (May-August). Other time periods can be requested and arranged on a case-by-case basis. Interns can earn academic credits if arranged through a school advisor.

Qualifications
Basic knowledge of environmental science, data collection and management
Ability to work well in a team and independently with limited supervision
Ability to talk in front of groups including, and not limited to, children, high school students, college students, landowners, and general public
Ability to work outdoors in varying weather conditions
Ability to use hand and power tools (shovel, mower, brush-cutter, saw, drill, etc)
Available to work occasional weekends and shifts longer than eight hours
Valid driver’s license
Completion of background checks/clearances and motor vehicle record check/clearances

Working Conditions
Work is performed in a normal office environment with frequent interruptions or in the field. Work requires frequent travel to remote areas of the county (county vehicles available). Work may be performed around hazardous machinery and substances. Some squatting and bending is required, as well as lifting objects up to 25 pounds. When in the field, uneven and rough terrain may be encountered, including during inclement weather where wet and slippery surfaces may be present.

To Apply
Please submit SCD Internship Application, resume, and cover letter to schuylcd@co.schuylkill.pa.us by April 1st (recommended) for summer internships. Contact District Manager Jenna St. Clair (jstclair@co.schuylkill.pa.us, 570-622-3742 x5) for more information or to check availability.

“The Schuylkill Conservation District is dedicated to protect, enhance, restore, and promote the responsible use of the county's natural resources for future generations by partnering, coordinating, and fostering cooperation. This is accomplished with the assistance of public agencies, private groups, and individuals.”
**INTERNSHIP APPLICATION**

Internship term requested:  Summer _____  Other_____  
Approximate start and end dates: _____________________________________________

Name _________________________________  
Phone _________________________________  
Email _____________________________________________  
Mailing Address _____________________________________________

Emergency Contact (name, phone, relationship) _____________________________________________
Do you have a valid driver’s license? Yes_____  No_____  
High School: _____________________________________________  
College: _____________________________________________  
Number of credits expected for internship _____________________________________________  
Class status at time of internship:  
Freshman ____  Sophomore ____  Junior ____  Senior (+)____  Graduated _____

Potential interns are asked to realize their responsibilities to the Schuylkill Conservation District, their university or college, and themselves to complete appropriate hours per credit. Interns should be aware of the confidentiality inherent with any environmental regulatory program and their exposure to sensitive information contained within office files. Applicant agrees to undergo any background checks/clearances and motor vehicle record check/clearances that the Conservation District deems necessary to complete internship.

SIGNATURE _______________________________________ DATE ___________

Please submit cover letter and resume with this application to: 
Jenna St. Clair, District Manager  
[Email](mailto:schuylcd@co.schuylkill.pa.us)  
Fax: 888-900-8621  
1206 Ag Center Drive  
Pottsville, PA 17901

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