

**MONTANA FISH, WILDLIFE & PARKS**

**INTERN PROGRAM ANNOUNCEMENT**

**EMPLOYER:** Montana Fish, Wildlife & Parks

**CONTACT PERSON'S NAME/TITLE:** Rick Thompson

**ADDRESS:** 342 Ulm Vaughn Road

**CITY:** Ulm

**STATE:** Montana

**ZIP:** 59485

**PHONE:** 406.866.2217

**EMAIL ADDRESS:** rthompson@mt.gov

**DATE OF ANNOUNCEMENT:** Friday, January 12, 2018

**APPLICATION DEADLINE:** Friday, March 2, 2018 at 5:00 PM (postmarked)

**\*\*STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE\*\***

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**POSITION TITLE:** State Park Intern

**# OF POSITIONS:** 1

**LOCATION(S):** First Peoples Buffalo Jump State Park

**WORK START/END DATES:** March 12, 2018 - June 1, 2018

**HOURS/WEEK:** 40/wk

**TRAINING/ORIENTATION DATES:** OJT

**COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):** \$9.50 – 10.00/hr; no per diem, housing, or vehicle available.

**POSITION DESCRIPTION:** As a park intern, the candidate will gain valuable work experience while assisting with park operations. Duties include Visitor Center staffing, customer service, revenue collection, providing interpretive talks to groups and visitors, leading hikes, assisting with school field trip activities, light building/grounds/trail maintenance and other duties as assigned. Special projects may include identifying and marketing the park's powwow arbor to potential users. Other projects will include performing volunteer recruitment and community outreach while Americorps staff is offsite attending required trainings and activities. Contributions to educational program development will also be possible to keep the activities fresh and relevant for park visitors. May be required to work weekends and holidays.

**SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):**

KSAs include-

- Public speaking skills
- Customer service skills
- Team mentality while also able to work independently
- Knowledge or desire to learn about local Native American culture

Suggested coursework-

- History
- Anthropology
- Natural Sciences
- Business
- Public relations
- Education

**APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):**

- Resume
- Cover letter
- references

**ADDITIONAL INFORMATION: (HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE, I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)**

There is the potential to park a camp trailer at the park IF the camp site it is not occupied by a park host. In the event the site is available, water, electricity and sewer are provided.