PIERCE COUNTY
invites applications for the position of:

Resource Stewardship Intern

SALARY: $13.50 Hourly

OPENING DATE: March 27, 2017
CLOSING DATE: May 5, 2017

DESCRIPTION:

PIERCE COUNTY PARKS AND RECREATION DEPARTMENT

OUR VISION:
To be a leader in creating livable communities by providing opportunities for people to:

- Connect with nature
- Live active, healthy lifestyles
- Share vibrant community spaces
- Learn about sustainable practices

Pierce County Parks manages over 5,000 acres of open space, trails, developed and undeveloped parks. We provide recreational programs and infrastructure in active and passive parks and along trails. The department consists of four divisions: Recreation, Maintenance, Administration and Resource Stewardship. This internship position is within the Resource Stewardship division which is responsible for five program areas: Planning and policy work; capital projects and programming; real estate; grant writing and distribution; and, stewardship of natural areas.

This internship position is an excellent opportunity for a student who is interested in learning about the natural environment, public outreach, planning processes, property management and gathering public input through on site or online surveys or public meetings. The position will be 30-40 hours during the summer months however there is opportunity for occasional work throughout the upcoming school year dependent upon student availability.

The student will report directly to the Resource Stewardship Superintendent. They will gain knowledge in planning, coordinating, and administering activities in various components of the division. Specific activities will be determined depending on the internship start dates and current resource stewardship projects. Project activities may include trail assessments and park counts, Trimble GPS survey, tree risk assessments, habitat restoration, volunteer coordination, data entry, public surveys in parks or on trails, field visits to assess current property conditions, and assistance at public meetings. In addition, the student will learn the day-to-day operations of the Parks and Recreation Department.

This position does not have benefits.

Learn more about the Pierce County Parks and Recreation Department

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POSITION SUMMARY:
Under the direction of senior staff the Resource Stewardship Intern will generally:

- Assist the Natural Land Steward with forest management and habitat restoration, GPS data collection, field work, volunteer coordination and outreach, permitting, data entry and drafting reports.
- Assist the Senior Planner with developing and carrying out park user surveys, park and trail counts, public meetings for park development, site visits, information collection and conversion for asset management.
- Assist the Conservation Futures Coordinator with site visits to open space properties, perform baseline site assessments, filing assistance and data collection.

This announcement is not intended to reflect all duties to be performed by our next team member, but presents an overview of the range of duties that may be performed.

QUALIFICATIONS:
Required Qualifications:

- Current college student minimum junior or senior standing with major coursework in forestry, resource management, restoration, conservation biology, ecology, geography, planning or related field
- Ability to work as part of a team
- Ability to work in the field in various weather conditions
- Ability to work with the public in a friendly and articulate manner
- Proficient in Microsoft Word, Excel, Outlook, PowerPoint

Preferred Qualifications, Knowledge and Skills:

- GIS knowledge or experience preferred
- Understanding of ecosystem and habitat management including restoration, mitigation, sensitive habitats and species
- Bilingual

SUPPLEMENTAL INFORMATION:
To be considered for this opportunity please:

- Complete and submit an online Pierce County Employment Application by selection "APPLY" above or go to: www.piercecountywa.org/jobs.

OPTIONAL: Submit a Cover Letter, Resume, and Professional References with your online application

- If you do not have internet access, you may visit your local public library or any WorkSource location and use their computers.
- Individuals needing accommodation in the application, testing process or need this job announcement in an alternative format you may call Human Resources at (253) 798-7480, at least two days prior to the need.

This is a competitive selection process. Your application form will be reviewed and evaluated for the quality and quantity of education/experience in the areas listed. Applicants whose qualifications most closely correspond to the County’s needs will be eligible for further consideration. Notification of application status normally occurs 4 to 6 weeks after the closing date. Short notice may be given.
to applicants to participate in further selection processes which may include written, oral and performance examinations, and final interviews.

As an Equal Employment Opportunity Employer, Pierce County welcomes a diverse workforce. Pierce County does not discriminate based on race, creed, religion, color, national origin, sex, sexual orientation, marital status, age, disability, veteran status, the presence of any sensory, mental, or physical disability, or the use of a trained guide dog or service animal by a disabled person.

Resource Stewardship Intern Supplemental Questionnaire

* 1. Please describe your college education and major coursework which best qualifies you for this position.

* 2. Please list software you are most familiar with.

* 3. What types of software and systems do you use on a regular basis?

- Outlook
- Word
- Excel
- PowerPoint
- GIS
- Microsoft Project
- Microsoft Access
- Microsoft 365
- Global Positioning System (GPS)
- None of those listed

* 4. Please describe your experience working with the public.

* 5. Tell us why you are interested in this position and your general career goals.