



nature for all youth

Summer Program Internship Position Description

Background:

Eagle Eye Institute is a non-profit organization based in Western Massachusetts, that offers nature-based outdoor experiences to youth from underserved communities, particularly youth of color. We empower youth to learn about, make connections with, and play an active role in the natural world. Eagle Eye's programs are designed to raise environmental awareness, develop responsibility, and cultivate leadership amongst the next generation.

Position Summary:

The Summer Program Intern is part of our Summer Program Team, and will play a key role in coordinating our Learn About Forests™ (LAF) program with groups of youth and young adults. Our proven LAF program intentionally integrates nature with inclusive youth development, to provide opportunities for first-time nature experiences and connections with supportive mentors.

Responsibilities:

- Lead or assist with coordinating all aspects of the LAF program, including:
 1. Outreach and communicating with program partners
 2. Outreach and coordinating volunteer instructors
 3. Coordinate the LAF programs
 4. Administer program surveys at the end of each program day
 5. Compile the survey data
 6. Take pictures for Social media and marketing

Skills Developed:

Through this position, you'll have the opportunity to interact with a range of highly-skilled people, representing a variety of disciplines. You'll also have the opportunity to develop skills, such as: **community outreach and engagement, program planning, program coordination, communication, group facilitation/management, youth development, experiential/outdoor education, nature awareness, mindfulness and teamwork.**

Location:

The internship will take place at multiple locations; this includes MountainStar Forest in Peru, MA, as well as sites in/around our service community of Holyoke, MA. Transportation and/or the ability to carpool is required, and a mileage reimbursement will be provided.

Schedule:

- Full-time seasonal contract position (you will receive a 1099 Misc tax doc)
- **Start:** Monday, June 17th / **End:** Friday, August 9th (excluding July 4-5))

- **Daily Schedule:** 9 am – 5 pm (exact schedule depends on programming, and may be earlier or later on the given day; weekly hours not to exceed 40)
- **Mandatory On-Site Orientation:** Week of June 17th (dates TBD)
- **Eagle Eye staff/board/family Weekend Retreat:** July 20-21

Compensation: \$20/hour

Qualifications:

- Young adults, age 18+
- Excellent communication and interpersonal skills
- Strong organizational and time-management skills
- Comfort with expressing needs and advocating for self
- Desire to learn and grow through new experiences
- Able to work in changing conditions: for example - weather and scheduling
- Youth development and mentoring experience
- Lived experience relating to the communities we engage with
- Interest in youth and community work, as well as environmental advocacy
- Openness to a sustainable lifestyle, including a plant-based diet*
- Comfort with google docs and social media platforms

**Note that Eagle Eye is a 100% plant-based site, all food brought in must be plant-based.*

How To Apply:

Please submit your **resume**, a **one-page letter of interest**, and **three references** to Maja Kietzke mkietzke@eagleeyei.org. In your letter, include why you are interested in the position, how this position will support your personal and professional goals, and why you would be a good fit for the position. Describe the connections you see between nature and youth development. The deadline to apply is **Friday, April 12th, 2023**.

Eagle Eye Institute is an equal opportunity employer. Employment decisions are made without discrimination to race, color, religion, national or ethnic origin, sex, sexual orientation, gender identity or expression, age, disability, protected veteran status, or other characteristics protected by law. Eagle Eye is committed to diversity, equity and inclusion in our hiring and employment practices. We encourage applicants who are underrepresented in the outdoors, based on race, ethnicity, socioeconomic status, ability, age, gender identity or sexual orientation, to apply.