Inclusion & Accessibility Intern
Position Description

July & August, 2016

Riveredge is more than a nature center. Its legacy as a pioneer in the areas of land restoration, research, and inquiry-based education throughout Wisconsin serve as a strong foundation to its future initiatives. Today, Riveredge is redefining the role of the nature center in the community by empowering and supporting communities to live in harmony with their natural environment in a way that encourages exploration, adventure, and fun. Our mission of is to inspire, inform, and enable responsible environmental decision-making and sustainable practices by providing leadership in education, preserving and restoring the Riveredge and other natural sanctuaries, and serving as a resource for scientific research.

Riveredge Nature Center was established in 1968 and is located in Newburg, WI, a rural northeastern Wisconsin community. The sanctuary includes 379 acres, consisting of a 47-acre Riveredge Creek and Ephemeral Pond State Natural Area, over 1.5 miles of frontage along the Milwaukee River, 37 acres of prairie establishment, beech-maple forest, and pond, swamp and fen communities. Prized by educators, naturalists and biologists for its exceptional biotic diversity, Riveredge is a regional resource for scientific research, hosting more than 40 studies, projects, inventories, monitoring programs, surveys, and other types of scientific investigations to date. It is protected habitat for endangered and threatened species such as the swamp metalmark butterfly, forked aster, goldenseal and the Red-shouldered hawk; It is host to many more Species of Local Conservation Interest (SLCI).

Position Purpose

The Inclusion & Accessibility Intern will have a unique opportunity to work as part of the Riveredge Nature Center team of dedicated staff and volunteers. The Intern will be provided a diverse set of experiences working in a nature center environment. These tasks include, but are not limited to, work with Riveredge educational staff to assist with Riveredge Nature Center summer programming, work with land management staff to maintain trails or natural areas, and operate the front desk and welcome visitors. In addition, depending on the goals and skills of the selected intern, she/he will work on a project focused on improving overall accessibility or inclusion at the nature center. Projects may range in scale and skill sets. Therefore, it will be up to the intern and the direct supervisor to agree upon project expectations and timeline by no later than the first week of the internship. A list of project ideas are included at the link below.

Click here to access potential Inclusion & Accessibility Internship summer projects.

If the Intern chooses to take college and university credit with this program, Riveredge staff will work with him/her to fulfill requirements when applicable.

Primary Responsibilities

- Work independently or as part of a team
- Keep a log of activities
- Maintain Riveredge equipment and supplies
- Keep excellent communication and assist with other related duties to the RNC mission
Position Expectations

In addition to the Primary Duties, the Inclusion & Accessibility Intern is expected to meet the following expectations set forth to all staff members of Riveredge Nature Center:

- Meaningfully contribute to the Riveredge staff team. This includes helping with projects, programs, and events that may fall outside of the primary duties or departments of this position description
- Foster an inclusive and supportive environment through personal actions such as supporting and helping other staff members and volunteers
- Provide high quality customer service experiences to all guests and volunteers

Compensation

Interns will receive a stipend of $280/week (8 wks, 35 hrs/week at $8/hr for a total of $2,240).

Benefits & Working Conditions

This is a seasonal position (July and August, 2016). On average, the Intern will agree to work 35 hours per week. Most hours will take place during the Monday-Friday work week.

This position reports directly to the Educational Technology & Evaluation Specialist.

Preferred Qualifications

- Completed coursework in the education, natural sciences or related field.
- Self-starter and a well-developed ability to set and meet goals and outcomes.
- Loves working with children of all ages and families.
- Enthusiastic, positive, motivated and likes to have fun on the job.
- Ability to work as a member of a team by sharing decision making while personally assuming and also asking for responsibility and accountability.
- Strong interpersonal skills, organized and professional demeanor, self-directed.
- Ability to physically traverse the Riveredge trails with ease.
- Experience in a non-formal setting.
- Naturalist skills and knowledge of Wisconsin natural history.

Position open until filled. Please send a letter of interest and resume to Carly Swatek, cswatek@riveredge.us by Tuesday, May 31st. In the letter of interest, please indicate which project(s) the applicant is interested in completing and why they feel they are best suited for the task. Please note any limitations that we should be aware of. Click here to access potential Inclusion & Accessibility Internship summer projects.

Questions? Contact Carly at 262-375-2715.

We look forward to hearing from you!