

Northern Virginia Soil and Water Conservation District



Environmental Outreach Internship – Spring 2020

This spring internship position will support the Northern Virginia Soil and Water Conservation District's award-winning spring outreach programs. We reach thousands of people and have a deep impact on many youth and adults. Programs can include classroom presentations, outdoor learning experiences, outreach events and festivals, the high school Envirothon competition, rain barrel workshops, the Seedling Sale, high school science fair project judging, stream monitoring, storm drain labeling, the Sustainable Garden Tour and more!

The spring intern will support the following events and programs with office preparations and coordination in advance, staffing during the event, and follow-up afterwards:

- ~ Ten Outreach Events or Festivals (February – June, evening or weekend)
- College Scholarships
- Youth Conservation Camp
- One HS Science Fair and one Regional Science Fair
- Sustainable Garden Tour
- Envirothon
- MWEEs and Field Trips
- Potentially a Green Breakfast, Potomac Watershed Roundtable, and/or Rain Barrel Workshop

Responsibilities:

- *College Scholarships*: Updates application and associated webpages, publicizes scholarship award, receives applications, coordinates judging panel, and provides scholarship to recipient.
- *Youth Conservation Camp*: Updates application and associated webpages, promotes and coordinates application review and applicant selection, and coordinates award.
- *Science Fair Judging*: Typically attends one individual high school science fair competition. For Regional Science Fair, communicates with FCPS contact and coordinates judging panel and participation, provides science fair winners with awards.
- *Outreach events*: Represents the Northern Virginia Soil and Water Conservation District at special events in the community with environmental messaging and activities.
- *Sustainable Garden Tour*: Works with Conservation Education Specialist to coordinate and promote the annual sustainable garden tour.
- *Envirothon Competitions*: Assists Soil Scientist and Conservation Education Specialist with local Envirothon trainings and the county and Area II Envirothon competitions.
- *Seedling Sale*: Updates associated web pages, assists in logistics and participates in the bundling and distribution days, and promotes the event.
- *MWEEs and Field Trips*: Assists District staff in Meaningful Watershed Educational Experiences (MWEEs), field trips, and other programs for students.
- *Website and Social Media Updates*: Updates application and associated webpages for college scholarships, youth conservation camp, science fair, and other events and programs as needed. Coordinates with staff to provide regular updates to social media that are consistent with the District's key messages, events and priorities.
- *CAP Energy Initiative*: Works with the Urban Conservation Specialist to support CAP energy outreach initiatives by updating marketing materials and attending Energy Action Fairfax events.

Skills and Abilities:

- Strong writing and speaking skills.
- Excellent attention to detail and organizational abilities.
- Professionalism with partners and public.
- Able to work independently; trustworthy and assumes responsibility easily.
- Performs well on a team, excellent relationship with colleagues and supervisors.
- Learns quickly, not afraid to troubleshoot independently and ask questions.
- Self-starter, able to meet deadlines.
- Desired: Experience with outreach efforts, web editing software.

The intern must display professionalism, patience, attention to detail, a willingness to learn and a good sense of humor. This is an excellent opportunity for a graduate level student or recent graduate. A valid driver's license and clean driving record is required. Use of a personal vehicle required; mileage will be reimbursed at current IRS rate.

Term & Compensation

January 21, 2020 – June 19, 2020; 22 weeks, 20 hours/week, \$15/hr

The intern will be paid every other week with staff payroll. Taxes will be withheld. This is a limited-term position that does not include benefits.

Office Location

12055 Government Center Parkway, Suite 905, Fairfax, VA 22035

How to Apply

Interested applicants should email their resume, accompanied by a cover letter and contact information for two references to conservationdistrict@fairfaxcounty.gov by Friday, December 6, 2019.

About NVSWCD

The Northern Virginia Soil and Water Conservation District is a political subdivision of the Commonwealth of Virginia. Its boundaries are the same as those of Fairfax County, home to nearly one million people. Founded in 1945 by citizens concerned about conserving natural resources, NVSWCD is now one of 47 conservation districts in Virginia and approximately 3,000 nationwide. The agency is governed by a five-member Board of Directors who employ seven staff to carry out the organization's technical and educational programs.

The agency's goal is to promote clean streams and protected natural resources. We achieve this through effective leadership, technical assistance and outreach programs in collaboration with government, industry, and the public.

NVSWCD is not a regulatory agency. Instead, the agency provides conservation information, technical services, educational programs and volunteer opportunities to residents on many aspects of water quality, nonpoint source pollution and stream health. We also connect residents with environmental initiatives and opportunities through our Watershed Calendar and other online listserves and our seasonal newsletter, Conservation Currents.

The Northern Virginia Soil and Water Conservation District is an equal opportunity/affirmative action employer. Its programs, activities and employment opportunities are available to all people regardless of race, color, religion, sex, age, national origin, or political affiliation.

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www.fairfaxcounty.gov/soil-water-conservation