

# 2016 SUMMER INTERNSHIP OPPORTUNITY



Interested in gaining real-world experience while working to protect Maine lakes?

Interns will work closely with Volunteer Lake Monitoring Program (VLMP) staff and volunteers. Learning opportunities abound, and vary from day to day. All interns are encouraged to participate in, and later assist with, VLMP volunteer training workshops. Workshops cover a variety of topics including water quality monitoring, screening waterbodies for invasive aquatic plants, volunteer leadership, and more.



*Interns should be prepared to assist the permanent staff with routine administrative tasks, such as data entry and the preparation of informational materials for volunteers. **Critical attention to detail and accuracy is absolutely essential!***

Interns will be paid \$9.50 hourly, and will need to be available on several weekends and evenings during the summer.

Interns are responsible for their own housing and transportation, and should have a valid driver's license.

## Examples of some intern activities for 2016:

### VLMP Lakes Center

- Support VLMP staff with office tasks
- Organize and catalog research materials
- Assist visitors and prepare outreach materials

### VLMP Annual Lake Monitoring Conference

- Support VLMP staff with event preparations
- Assist with event set-up and tear-down
- Help facilitate volunteer recognition ceremony

### Volunteer Workshops

- Prepare workshop materials and equipment
- Help conduct volunteer training workshops
- Assist volunteers during 'hands-on' activities
- Collect, process and catalog live plant specimens

## APPLICATION DEADLINE: FRIDAY, APRIL 1, 2016

**How to apply:** Contact the VLMP with a formal letter of interest, your resume, information concerning your availability, and how you learned of the VLMP. If you apply via email with attachments, please include your name in the file name of your documents (example: JSmithResume.pdf). Please be prepared to provide three references.

**No phone calls, please.**

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