Environmental Education Intern Job Description
W.K. Kellogg Bird Sanctuary
W.K. Kellogg Biological Station
12685 East C Avenue
Augusta, MI 49012

POSITION: Environmental Education Intern

SITE: MSU’s Kellogg Bird Sanctuary. Near Battle Creek, 70 miles from East Lansing

NUMBER OF POSITIONS AND DURATION: One Intern at 28 hours/week average for 12 weeks from Tuesday May 15 to Friday August 3, 2018.

RESPONSIBILITIES: Intern will gain experience in developing and delivering informal educational programs for all ages. Some examples of responsibilities are:
• Give guided group tours and other group programs as needed
• Greet and assist visitors regarding their visit to the Bird Sanctuary.
• Assist callers and visitors with general Sanctuary, Biological Station and wildlife related questions.
• Develop and deliver educational Wild Wednesday programs for young families
• Deliver environmental education programs to youth and camp groups.
• Completion of agreed upon intern project focused on educational programming planning. This project will be presented with a poster at the Summer Symposium August 1, 2018.

QUALIFICATIONS: Current Michigan State University student studying education, wildlife biology, ecology, biology, zoology, animal science, natural sciences or related field.
• Strong work ethic
• Ability to work outdoors in all weather conditions
• Excellent written and verbal communication skills
• Computer skills desirable
• Ability to work both independently as well as part of a team.
• Valid driver’s license with good driving record
• At least one KBS Summer Course must be taken
• Strong organizational skills

SALARY and HOUSING: $2500 stipend with housing provided. Five lunches and four dinners a week included.

TRANSPORTATION: Work-related transportation provided, personal transportation is recommended.

CONTACT: Kellogg Bird Sanctuary
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Fax: 269-671-2474
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APPLICATION DEADLINE: Application can be found at: http://www.kbs.msu.edu/index.php/education/ugrad/internships-reu
Summer Internship due date: February 15, 2018

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