Job Description

TITLE: Art Intern

CLASSIFICATION: Intern (Academic Credit)

DEPARTMENT: Education

DIRECT REPORT: Senior Environmental Educator

DESCRIPTION:

Under the direction of the Senior Environmental Educator, the Art Intern will assist in providing instruction and preparing crafts and activities for various informal education programs. Wildlands Conservancy’s art based programming offers a juxtaposition to school based art programs.

ESSENTIAL FUNCTIONS

- Intern will conceive, design, and present an approved project that will demonstrate their skills in their chosen field and provide a final product for the Conservancy;
- prepare components of craft activities for summer camp classes and present more complicated projects;
- occasionally provide instruction and activities for the extended day program, which includes early morning and after camp responsibilities;
- interns will be guided through the creation and presentation of a curriculum based lesson plan;
- create a personal environmental education portfolio documenting internship activities, self-designed lesson plan, final intern project, and a educator journal;
- be part of an outreach team working to promote the Wildlands Conservancy message at a community event; and
- assist with maintaining art materials closet organization, including maintaining supplies and monitoring the usage of materials.
- Intern will have an integral part in Outside Art summer camp weeks
QUALIFICATIONS

- Completion of at least one year towards a BS or BA in art education field;
- commitment to 20-40 hours a week in summer and as determined by school during fall/spring semesters;
- ability to work with individuals of all ages and abilities outdoors and indoors;
- ability to work independently and within a team;
- have a strong work ethic and sense of humor;
- ability to lift up to 25 pounds;
- basic computer literacy in Microsoft Office;
- excellent interpersonal skills;
- a professional appearance;
- must possess or be willing to obtain; current CPR, First Aid and AED certification; Pennsylvania Child Abuse History Clearance (Act 151); Pennsylvania State Police Request for Criminal Record Check (Act 34); FBI Clearance (Act 114); and
- must possess valid Pennsylvania Driver’s License.

WORKING CONDITIONS

Wildlands Conservancy offices are smoke-free. The ability to work harmoniously in manifestly friendly – but close – quarters is required. Working long and unusual hours, including some evenings and weekends, and walking and standing on uneven natural surfaces on land or in water is common. Travel is usually fairly local, rarely requiring overnight stay.