



ODC Network

Naturalist Intern Position Description

Title: Naturalist Intern

Reports to: VP of Programming & Wildlife Manager

Status: Part time, unpaid

Start date: May - August (exact dates TBD)

Overview: The Naturalist Intern is an unpaid, seasonal position. This position assists at the Outdoor Discovery Center, DeGraaf Nature Center, and other various off site locations. The Naturalist Intern's primary job responsibilities include providing animal care and husbandry, assisting with programming and assisting other staff in meeting the overall goals of the organization. An interpretive project may be developed as part of the experience with approval by the VP of Programming and the sponsoring college or university which supports the mission and goals of the organization.

Hours: Varying, average between 4-12 hours per week

Compensation: Unpaid, if applying for college credit the intern must coordinate with ODC Network staff and the sponsoring college or university

Desired Skills:

- Ability to present ideas effectively (general comfort with public speaking)
- Strong ability to work both collaboratively and independently
- Computer skills including a working knowledge of Microsoft Office software and some social media applications

Education/Experience/Requirements:

- Working toward or obtained bachelor's degree in natural sciences, biology, parks and recreation or related field
- Willingness to work with live animals including reptiles, amphibians, fish, insects, mammals, and birds
- Willingness to work with groups of various ages
- Must pass a background check, have a valid driver's license and be fully insurable by the ODC Network
- Requires the ability to work outside in various weather conditions
- Must be able to occasionally lift to 50 pounds and walk, stand, and sit for extended periods of time

General Responsibilities:

- Assist with the setup, facilitation and clean-up of general programs
- Assist with the facilitation of camps, kayaking, programs and public presentations
- Assist with captive animal husbandry and feeding
- Support the overall goals of the organization
- All other duties as assigned by VP of Programming, Wildlife Manager, or executive management team

These job responsibilities represent only the essential and most significant duties of the position. An addendum that reflects special tasks, responsibilities or directives may be created for each staff person based upon their specific work agreement

ODC Network Diversity Policy Statement: The ODC Network is an equal opportunity employer. To read our diversity statement, go to <https://outdoordiscovery.org/wp-content/uploads/2020/11/Diversity-Policy-Statement.docx.pdf>