

2017 Soil and Water Conservation District Summer Internships

Duration: 10-12 weeks, 40 hours per week

Locations available (may apply for more than one location):

- Knoxville, Iowa (Marion County)
- Oskaloosa, Iowa (Mahaska County)
- Ottumwa, Iowa (Wapello County)

Pay: \$10.00 per hour

Qualifications: Open to any students currently enrolled in college or recent graduate majoring in a field of study related to agriculture, conservation, engineering, construction trades, GIS, communications, public relations, urban planning, or environmental sciences.

Duties: The Intern will assist the local Soil and Water Conservation District* and Division of Soil Conservation & Water Quality Mines and Minerals Bureau** with duties including, but not limited to:

- Working with local landowners and partners to develop interest in and commitment to implementation of conservation programs and activities
- Site visits and data collection to document Abandoned Mine Land sites
- Water quality monitoring through the collection of water quality samples
- Use of GPS and GIS training to document findings
- Assist field office staff with the development of conservation plans and implementation of conservation practices

Work environment: This position includes both office and field work. Successful candidates will work as part of a local team as well as independently, be able to traverse rough terrain on foot, spend time outdoors in the summer months, be able to work with the public including landowners and customers, use GPS/GIS tools, work in extreme temperature or inclement weather as required, work around large equipment, and complete work in a timely manner. **A valid driver's license is required.**

Reporting: The Intern will report to the District Conservationist on a day-to-day basis. In addition, the Intern will file progress reports with the Soil and Water Conservation District and Division of Soil Conservation & Water Quality. A background check of the student will be required.

The student Intern will also make a formal presentation at the end of their internship to report on their experience and work completed over the summer. The student is expected to coordinate the planning of this meeting and present findings to interested conservation partners.

Deadline to apply:

Applications must be **received (not postmarked) by 4:00 p.m. on Monday, March 13th, 2017**

Application Process:

1. Request a copy of the SWCD Summer Intern Job Application by calling Pathfinders RC&D at 641-472-6177 or email info@pathfindersrcd.org or download at www.Pathfindersrcd.org (available for download mid-February)
2. **Mail OR email** the completed application (which includes application form, cover letter and resume) to:

**Summer Intern Position
Pathfinders RC&D
304 South Maple
Fairfield, IA 52556**

info@pathfindersrcd.org

**To learn more about the role of Soil and Water Conservation Districts in Iowa visit <http://www.cdiowa.org/>*

***To learn more about Abandoned Mine Land sites in Iowa visit <http://www.iowaagriculture.gov/minesAndMinerals/abandonedMinedLandReclamation.asp>*

For more information about a specific position, contact:

- Knoxville, Iowa (Marion County) – Kristine Dooley, Conservation Assistant, 641-842-5314
- Oskaloosa, Iowa (Mahaska County) – Kevin Funni, District Conservationist, 641-673-3476, Ext. 3
- Ottumwa, Iowa (Wapello County) – Jenifer Heald, Conservation Assistant, 641-682-0752

SOIL AND WATER CONSERVATION DISTRICT SUMMER INTERN 2017 Application

I am applying to work in the following location/s: Knoxville Oskaloosa Ottumwa

APPLICANT INFORMATION					
LAST NAME		FIRST		MI	
STREET ADDRESS					APT/UNIT #
CITY			STATE		ZIP
PHONE			EMAIL		
Are you a citizen of the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO					
If NO, are you authorized to work in the U.S. <input type="checkbox"/> YES <input type="checkbox"/> NO					
Have you ever been convicted of a felony? <input type="checkbox"/> YES <input type="checkbox"/> NO					
If YES, explain:					
Do you have a current, valid driver's license? <input type="checkbox"/> YES <input type="checkbox"/> NO					
EDUCATION					
High School					
From		To		Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	
College					
From		To		Field of Study	
Other				Address	
From		To		Did you graduate? <input type="checkbox"/> YES <input type="checkbox"/> NO	
				Degree	

PREVIOUS EMPLOYMENT / WORK EXPERIENCE			
Employer		Phone	
City, State		Supervisor	
Job Title			
Duties			
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Employer		Phone	
City, State		Supervisor	
Job Title			
Duties			
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO			
Employer		Phone	
City, State		Supervisor	
Job Title			
Duties			
May we contact your previous supervisor for a reference? <input type="checkbox"/> YES <input type="checkbox"/> NO			

REFERENCES please list three references			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Relationship	
Address			
DISCLAIMER AND SIGNATURE			
I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.			
Signature		Date	

In addition to this application, create a 1-page COVER LETTER that briefly responds to the following:

- How did you find out about this internship opportunity?
- Why are you interested in this internship opportunity?
- What are your career goals?
- Demonstration of your ability to complete work independently

Applications must be **RECEIVED BY** (not postmarked) **4:00 p.m. on Monday, March 13th 2017**. Return completed application including the following 3 items: 1) Cover letter, 2) Soil and Water Conservation District Summer Intern 2016 Application Form 3) Resume

Mail or email application to: Summer Intern Position
Pathfinders RC&D
304 South Maple – Suite 101
Fairfield, IA 52556
Info@PathfindersRCD.org

**Do NOT include any additional materials with your application not specified above.*