

Summer Internship Positions at Highlands Biological Station

Botanical Garden Assistants

Wage: \$300 per week (\$7.50 /hr), free group housing, and possible college internship credit.

Hours: Full-time, temporary (40 hours per week, no overtime or benefits available), position is from mid-May through mid-August, with specific dates to be determined.

Description: Supervised by the HBS Botanical Garden horticulturist, the two Botanical Garden Assistants will assist in identification, labeling, and maintenance of more than 450 native plant species and will help to maintain the grounds and gardens, trails, boardwalks, and bridges throughout the 22-acre campus. This position will include working with the HBS Botanical Garden Committee, a volunteer group, and working with the public to interpret the natural history of local plants and identify native plant species within the garden. Interns will develop and lead weekly garden tours. Interns will identify a project of special interest, work with the staff to accomplish the project, and give a presentation on his/her project at the end of the internship. Interns will spend 10 hours/week on the garden tours and their projects, and 30 hours/week on garden maintenance. This job may involve heavy lifting (no more than 50 lbs.) and will sometimes involve working without supervision and in rainy weather. Occasionally, the individual may be asked to assist other Station employees in the office, library, or Nature Center or with special events.

The successful applicant must be able to trim, cut, and pile brush; use a shovel, hoe, and wheel barrow; do general gardening and trail repairs; help with lawn mowing and lawn maintenance on the campus; learn to identify wildflowers; collect and mount plant specimens; learn to make plant labels; and assist others as required.

Qualifications: Applicants should be students (or recent graduates) with a major in biology, botany, horticulture, or some other environmental science. The ideal candidate should have training and/or experience in field botany, landscaping, and working with the public. Familiarity with southern Appalachian plant species and with horticultural practices is desirable. Applicants must be U.S. citizens and have a valid driver's license. Non-smokers are preferred.

To apply: A State of North Carolina job application (PD107) MUST be completed (available on website). Send application, cover letter, resume, and a list of 3 references to Dr. Jim Costa, Highlands Biological Station, 265 N. Sixth Street, Highlands NC 28741.

Applications must be received by March 13, 2015.

For additional information about the Botanical Garden and Highlands Biological Station, please call 828-526-2602. #8195;

Assistant Naturalists at the Highlands Nature Center

Wage: \$300/week (\$7.50/hr), free group housing, and possible college internship credit.

Hours: Seasonal full-time (40 hours per week, no overtime available, Saturdays and some evenings required), position dates are May 12 – Aug 16, but some flexibility is possible.

Description: Two Assistant Naturalists help with daily operations of the Highlands Nature Center. Primary duties include working with the public to interpret the natural history of the southern Appalachians and related Nature Center exhibits, answering questions about local natural areas and recreational opportunities, actively developing and presenting several environmentally-based educational programs for diverse audiences, and serving as co-counselor for a series of Nature Day Camps for children ages 4 to 14. Staff will also assist with the implementation of weekly special evening programs for the public. Work also involves the feeding, cleaning, general care, and interpretation of live animal exhibits (mainly reptiles and amphibians). Other general duties include word processing; maintaining program schedules; participant registration; handling money; and cleaning and maintaining exhibits, the Nature Center,

and animal enclosures on a daily basis. Summer staff may also be occasionally asked to assist other Station employees in the office, maintenance shop, or Botanical Garden. These jobs may include heavy lifting (≤ 50 lbs). Assistant Naturalists work a 40-hour week, but the schedule will require flexibility including weekend and some evening work.

Qualifications: Applicants should be students (or recent graduates) with a major in biology, zoology, botany, environmental science, science education, outdoor recreation, or other related fields. Proficiency in dealing with the public is a must. Ideal candidates should have experience working with children; familiarity with a variety of environmental education programs such as Project WILD; experience in a museum, visitor's center, camp, or similar setting; and experience handling and caring for animals. Knowledge of the flora and fauna of the southern Appalachians is very desirable. Applicants must be U.S. citizens and have a valid driver's license, and be in good physical condition to lead hikes. Willingness to work a flexible schedule is a must. Non-smokers are preferred.

To apply: A State of North Carolina job application (PD107) MUST be completed (available on website). Send application, cover letter, resume, and a list of 3 references to Dr. Jim Costa, Highlands Biological Station, 265 N. Sixth Street, Highlands NC 28741.

Applications must be received by March 13, 2015.