



# ECOLOGY PROJECT

INTERNATIONAL

## Mexico Island Ecology Program Internship

### Job Description

*Application period ends February 21st, 2010*

#### **Overview:**

The main role of the Mexico Island Ecology Program Intern is to assist the instructor team and program staff in delivering a top-notch educational program. EPI recognizes that interns come with a variety of backgrounds and experiences. We wish to leverage this diversity; with your energy and enthusiasm, we hope to accomplish the following:

1. Enhance the experience of our students, teachers and staff; and,
2. Positively increase your professional and personal development,
3. Stimulate your creativity and solicit your input in order to improve and strengthen EPI's programming.

#### **Responsibilities:**

- Leadership:
  - Help Instructors in prioritizing student safety ;
  - Assist Instructors in enforcing EPI policies and procedures;
  - Help promote and maintain a positive learning environment;
  - Role-model and teach Protected Area regulations;
  - Actively participate in all courses;
  - Help to maintain a safe environment for EPI participants;
  - Serve as a mentor for students.
- Instructor support:
  - Clean meeting area and prep for classes (clear area, arrange chairs, etc.);
  - Attend and participate in all activities and class sessions;
  - Collect student contact information and email addresses in the participant profile;
  - Verify that each group signs the journal with their school name and dates. Encourage all students to place some drawing, poem, thought, story, etc. in the student journal.
- Field Research:
  - Provide support for field research projects;
  - Assist in prep-work for snorkel surveys.
- Student-teaching: Prepare to co-lead the following activities as soon as possible (probably within 1-2 groups):
  - Name games
  - Group initiatives or challenges
  - Co-lead or lead curriculum pieces and data collection activities (probably within 4-5 weeks)
- Equipment maintenance:
  - Distribute, collect, inventory, and clean EPI equipment;
  - Oversee general maintenance and order of: art supplies, EPI library, research equipment, Instructor supplies, meeting areas and common spaces.

#### Preparation for season culminating event:

- Site prep-work: Set-up chairs, tables, and displays;
- Assist in the collection and solicitation of raffle prizes;
- Assist with student sign-up and organization: Greet and register students and other attendees, make name-tags, pass out programs;
- Breakdown: Assist in cleaning site, organizing and collecting student work.

#### Season wrap-up:

- Clean and inventory all equipment and materials;
- Participate in Staff Retreat.



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- Show and Maintain and positive attitude

**Schedule:** The Mexico Island Ecology Program Intern will work primarily in the field during the program season assisting with EPI field courses on Isla Espiritu Santo, 5 days a week (typically Monday through Friday, but not always). The intern is encouraged to spend one or two weeks assisting with program coordination and outreach in the EPI office in La Paz. When working in the office, the intern will work 30 hours per week, Monday through Friday. The available openings for field interns are:

Spring Island Ecology Program: March 15<sup>th</sup> – May 18<sup>th</sup>, 2009 (Training March 4<sup>th</sup>)

**Accountability:** Depending on the project, the intern is responsible to the Field Instructors, Program Coordinator, and Program Associate.

### **Qualifications:**

#### *Required:*

1. The desire to make a difference in the world.
2. Flexibility and ability to work with others in a remote setting.
3. Leadership experience.
4. Experience working as part of a team.
5. Conversational Spanish.
6. Strong swimming and snorkeling experience.
7. Minimum 18 years of age.

#### *Preferred:*

1. Knowledge of marine, coastal, and/or desert ecology experience.
2. Field research experience.
3. Knowledge and familiarity with Mexico, especially Baja California Sur and the Sea of Cortez.
4. Teaching experience.
5. Spanish and English fluency.
6. Sea kayak experience.

**Compensation:** The Mexico Island Ecology Program Intern will receive a stipend of \$100 per week worked. During EPI field ecology courses all travel, lodging, and food expenses will be covered by EPI. Lodging at the EPI campus will be provided during the term of the internship.

**Interested applicants should send their letter of interest, resume, and application to:**

Ecology Project International  
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Missoula MT 59807  
Tel. 406-721-8784  
Fax 406-721-7060  
[info@ecologyproject.org](mailto:info@ecologyproject.org)