



## **Internship Job Description – Education Assistant**

**Location:** Eugene-Springfield (Expected work in project sites and communities within the Middle Fork Willamette Watershed and throughout the Upper Willamette Basin). This position will be a mix of remote work, days at the Springfield-based office, and time in the field.

**Office Location:** 655 A st. Suite A/B, Springfield, OR 97477

**Reports to:** Youth Education Coordinator

**Desired start date:** June 15, 2022 (flexible) Specific time frame and commitments to be developed with the intern. Minimum 8-week internship with potential for on-going engagement.

**Compensation:** The intern will earn a stipend and the exact amount will be determined once the collaborative work plan is developed.

The Middle Fork Willamette Watershed Council is a non-profit organization whose mission is to *work with communities for a healthy Middle Fork Willamette watershed through environmental education and habitat restoration*. For more information see <https://www.middleforkwillamette.org/>

**Contact:** Emma Garner, Youth Education Coordinator at [emma@middleforkwillamette.org](mailto:emma@middleforkwillamette.org)

### **Our Commitment to Diversity, Equity, and Inclusion**

*We believe that diversity, equity and inclusion (DEI) is essential to the success of the Middle Fork Willamette Watershed Council. We recognize that we are working within an inherited system built and founded on colonization and systemic racism. This system does not benefit everyone equally, so we are committed to doing the work of DEI every day. We strive to build relationships and understanding by connecting to communities, which include Indigenous peoples, People of Color, and different socio-economic groups. We believe that these relationships will build co-created values, beliefs, ideas, & leadership that will help the watershed & communities become more resilient and able to adapt to changing environments.*

### **Position summary**

The Middle Fork Willamette Watershed Council (MFWWC) seeks a compassionate, skilled, dynamic individual to join our team as the Education Assistant. This position works both independently and collaboratively with MFWWC staff to plan and implement environmental education within the rural and urban communities of the Middle Fork Willamette watershed. We strive to forge lasting relationships with students, educators, volunteers, and partners. Our goal is to provide opportunities for youth to cultivate their curiosity, foster connections with public lands and build a desire to steward the environment where we live. This position includes planning and implementing environmental education programs as well as supporting the Youth Education Coordinator (YEC) in coordinating between various administrators, teachers, community partners, and agencies. Within our program we're working closely with partners and consultants to increase accessibility to environmental education as well as center indigenous values and perspective in our activities with youth.

### **Key Attributes of a Successful Education Assistant**

- Ability to work think creatively and co-create quality environmental education opportunities for

youth

- Interest in working with youth, students, and volunteers in an outdoor setting
- A personal and professional commitment to diversity, equity, and inclusion
- Ability to adapt, think strategically and strong communication skills
- Enthusiasm for learning natural and cultural history, valuing science and Indigenous knowledge, and understanding our local fauna and flora

### **Duties and responsibilities**

- Assist in planning, instructing, and leading environmental education activities
- Work with the Youth Education Coordinator to create environmental education activities that align with the education standards of local teachers and provides students
- Teach and lead groups of various ages from elementary-high school to high school
- Support teachers and school districts by providing activities, materials, and outdoor experiences
- Assist the YEC to further develop program goals through input from staff, committees and students
- Represent Youth Education Program at community fairs and events

### **Desired Qualifications**

- Professional values centered on diversity, equity, inclusion, and justice in the outdoors
- Passion for connecting students to the outdoors through creative and hands-on activities
- Combination of education and experience demonstrating the ability to work in classrooms, in the field, and at summer camps with a diverse group of students
- Experience with environmental science; environmental education focuses preferred
- Ability to learn computer applications quickly or familiarity with programs such as Microsoft Word, Excel, PowerPoint, Zoom, Google Suite, and Dropbox
- Valid driver's license, reliable personal transportation (travel reimbursed at State of Oregon rates), and willingness to occasionally work early mornings, evenings, and weekends

*We believe that white supremacy culture disproportionately impacts the most marginalized people in society — including Black people, Indigenous people, People of Color, people from working class backgrounds, women and LGBTQ+ people. We believe that these communities must be centered in the work we do. Hence, we strongly encourage applications from people with these identities or who are members of other marginalized communities.*