

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

CONTACT PERSON'S NAME/TITLE: Lauri Hanauska-Brown /Wildlife Division Bureaus Coordinator

ADDRESS: 1420 East 7th Ave

CITY: Helena

STATE: Montana

ZIP: 59601

PHONE: 406-444-5672

EMAIL ADDRESS: lhanauska-brown@mt.gov

DATE OF ANNOUNCEMENT: Monday, January 3, 2022

APPLICATION DEADLINE: Friday, February 18, 2022 at 5:00 PM (postmarked)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Wildlife Viewing Project Assistant

OF POSITIONS: 1

LOCATION(S): Helena, MT with travel to other regions

WORK START/END DATES: Approximately May 16th – August 26th

HOURS/WEEK: 40

TRAINING/ORIENTATION DATES: Training date in late April or early May, to be determined.

COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):

\$11.50/hr plus per diem (meals) at state rates when in the field overnight. A home base in Helena is preferred but will not be provided. Housing is sometimes available at the region offices in trailers or on WMAs during periods of travel. Holiday/weekend work will **not** be required. *There is no overtime for this position, paid holidays, or additional compensation for working on holidays or weekends.* A state vehicle may be available travel to regions. **Individuals may need to use personal vehicle for part of all of summer if state/federal vehicle not available. Interns would be compensated for mileage at the approved state rate. Duration of the job depends on funding, usually 12-13 weeks.**

POSITION DESCRIPTION:

The intern will work with Wildlife Division program staff to gather information on possible new or in need of improvement wildlife viewing sites across the state. Intern will learn what makes a good viewing site. Interns will gather information on a standardized form by visiting with region staff and sites themselves. Intern will record information such as, 1) current status of the site, e.g., Fishing Access Site, Wildlife Management Area, conservation easement, 2) infrastructure present and infrastructure needed, and 3) interested partners. Intern will also work with FWP Design and Construction to develop rough site plans and cost estimates. Interns will be asked to photo document the sites and record wildlife observed. Interns will be asked to develop lists of animals that may be present by working with the Montana Natural Heritage Program.

Interns will be asked to assist with the online MFWP Wildlife Viewing application and in particular, tasked with checking accuracy, finding incomplete sections and securing data to complete those sections. Intern will be tasked with completing 5 short segments for the MFWP Facebook and Instagram pages covering their work and existing wildlife viewing sites to promote this activity in Montana.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

Required:

- Good communication skills.
- Ability to work well independently as well as with a partner or team.
- 1-2 years of education in biology, wildlife biology, ornithology, fisheries, resource management, social science, or related fields.
- Demonstrated interest in outdoor recreation and wildlife appreciation.
- Confidence and initiative to visit with MFWP biologists and possible project partners.
- Familiarity with MFWP properties and conservation programs.
- Intern needs to have a cell phone available for use. Interns will need to keep in close contact with multiple agencies and organizations or individuals depending on their location and assignments.
- Interns from out-of-state may be required to obtain a Montana driver's license after 90 days.
- Interns are required to follow safety protocols for Covid-19, to be discussed at the start of the internship. Significant breaches of Covid-19 safety protocols will be ground for immediate termination from the internship.

Preferred:

- Familiarity with the use of binoculars and high-powered spotting scopes to identify birds and color band combinations. Binoculars and scopes will be provided.

APPLICATION MATERIALS/PROCEDURES (RESUME, COVER LETTER, REFERENCES, ETC.):

Submit 1 digital copy of current **resume** identifying experience and skills related to the intern position description with list of **3 reference contacts**. Please provide a **list of all relevant classes** (e.g., biology, wildlife, recreation, resource management, botany, etc.) you have completed as part of your resume (official transcripts are not necessary). Also provide a **cover letter** explaining the **reasons for your interest** in the internship, personal vehicle that you may have for use if needed, and why you are qualified to do the work.

Send above to Lauri Hanauska-Brown, email lhanauska-brown@mt.gov, Montana Fish, Wildlife & Parks, 1420 East Sixth Ave, Helena, MT 59601 no later than 5:00 pm on Friday, February 18, 2022. Once all applications are received, Lauri Hanauska-Brown will contact top applicants to arrange an interview and will let other applicants know if they were not selected for interview. Selections are generally made within 2-3 weeks of closing date. **Please email your application if possible.**

ADDITIONAL INFORMATION:

No housing is provided in Helena. Space may be available at region offices or Wildlife Management Areas during region visits but is not guaranteed. Travel to other parts of the state may involve camping and camp site fees will be covered if free sites cannot be negotiated with campground managers. Training will

be determined after the start of the internship.

Student interns must have a valid driver's license to drive a state vehicle. They also must have current vehicle insurance if they drive their personal vehicle during their internship.