

**MONTANA FISH, WILDLIFE & PARKS**  
**INTERN PROGRAM ANNOUNCEMENT**

**EMPLOYER:** Montana Fish, Wildlife & Parks

**CONTACT PERSON'S NAME/TITLE:** Seth McArthur/Snowmobile & OHV Program Manager

**ADDRESS:** 1420 E 6<sup>th</sup> Ave

**CITY:** Helena

**STATE:** MT

**ZIP:** 59620

**PHONE:** 444-3753

**EMAIL ADDRESS:** [smcarthur@mt.gov](mailto:smcarthur@mt.gov)

**DATE OF ANNOUNCEMENT:** Friday, January 6, 2023

**APPLICATION DEADLINE:** Friday, February 17, 2023 at 5:00 PM (postmarked)

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

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**POSITION TITLE:** Marketing/

**# OF POSITIONS:** 1

**LOCATION(S):** Helena

**WORK START/END DATES:** June-August with possibility through December

**HOURS/WEEK:** Variable up to 40hrs/week    **TOTAL HOURS FOR INTERNSHIP:** Up to 350hrs

**TRAINING/ORIENTATION DATES:** After start date

**COMPENSATION (PAY, PER DIEM, HOUSING, VEHICLE, ETC):**  
\$13/hr. has access to FWP fleet vehicle.

**POSITION DESCRIPTION/SCOPE OF WORK:**

Work to develop messaging and signage for summer motorized trails and riding areas throughout Montana's public lands for the OHV Program of Montana. Work with Federal, State, tourism regions, and motorized clubs in Montana to identify messaging to educate new riders on general OHV information, joining a club, the need for volunteers, state laws, ethics and tread lightly principles. Work to update and create summer motorized brochures outlining Montana's summer motorized recreation laws and information for the public.

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

Looking for recreation, marketing, or tourism related majors proficient with google maps, word, excel, google drive, database management, drop box and other file sharing platforms.

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

Please submit a brief resume, cover letter explaining why you want this internship and 3 references to the contact person listed above. Items required may be sent via email or postal service.

**ADDITIONAL INFORMATION: (; HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.) No Housing Available**