

MONTANA FISH, WILDLIFE & PARKS
INTERN PROGRAM ANNOUNCEMENT

EMPLOYER: Montana Fish, Wildlife & Parks

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DATE OF ANNOUNCEMENT: Friday, December 26, 2022

APPLICATION DEADLINE: Friday, January 26, 2023 at 5:00 PM (postmarked)

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

POSITION TITLE: Parks and Recreation GIS/Data Intern **# OF POSITIONS:** 1

LOCATION(S): Helena, MT or will consider remote work with own laptop and software

WORK START/END DATES: TBD by Availability of Intern

HOURS/WEEK: up to 40 Hrs / Wk (20 Weeks) - Flexible **TOTAL HOURS FOR INTERNSHIP:** 480 Hrs

TRAINING/ORIENTATION DATES: TBD by Availability of Intern

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

- \$12 per hour

POSITION DESCRIPTION/SCOPE OF WORK:

Internship Project Focus:

Working with FWP Geographic Data Services (GDS) and Parks & Outdoor Recreation (POR) representatives, this internship position will explore and design a system for enhancing basic scripted trail maps for Montana State Parks and integrating written user information for the backside of each map to be used online. The intern will also design a visual system for standardizing "visitor experience" maps for use on State Park kiosks using the enhanced trail maps as a base. The intern will employ visual and graphic design skills, GIS and cartographic skills, and visual discernment with information hierarchy.

The intern will:

- Learn about and work with data layers in ArcGIS
- Learn about and work with mapmaking scripts

- Gain experience with information design and graphic design
- Utilize ArcGIS cartography skills
- Utilize Adobe Illustrator design skills
- Gain experience with outreach and collaboration with Montana State Park managers and other FWP professionals
- Learn how to and develop their own system approach to producing dozens of printed and online maps for Montana State Parks
- Gain understanding of “visitor experience” and information hierarchy, and gain experience applying these principals to benefit Montana visitors

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

Third year or greater Geography majors pursuing option in Cartography.

- Experience with ArcGIS Pro and Survey Collector 123
 - Graphic design experience with Adobe Illustrator and Acrobat Pro
 - Previous cartography and GIS scripting knowledge
 - Skills creating scripts or templates in Microsoft Word
 - Good problem-solving and critical thinking skills
 - Attention to detail, proofing, and design features
 - Strong communication and coordination skills
 - Interpersonal, teamwork and collaboration skills
- Valid Driver’s License
 - Flexibility to work remotely and hours outside of typical work week (M-F, 8-5)

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

- Cover Letter
- Resume
- References
- Samples of previous work

ADDITIONAL INFORMATION: (; HOUSING OF ANY KIND PROVIDED OR POSSIBLY AVAILABLE I.E. TRAILER, FREE CAMP SPOT, BASEMENT APARTMENT, EXTRA SLEEPING ROOM, ETC.)

- Housing Not Provided