



Adult Education & Interpretive Exhibits Internship

CMBG Mission: The mission of Coastal Maine Botanical Gardens is to inspire meaningful connections among people, plants and nature through horticulture, education and research.

Internship Mission: This internship prepares college students to enter the field of environmental or museum education by providing hands-on experience with classes, demonstrations, interpretation, and informal education in a public garden setting. Coastal Maine Botanical Gardens is regarded as among the foremost public gardens in the country. This internship allows students to learn how the Education Department leverages the incredible landscape and resources of the gardens for a wide variety of learning modes and settings to serve our diverse customer and visitor base.

Academic/Experiential-Learning Nexus: Public programming in relation to horticulture, botany, and natural history.

Position Summary: The Education Programs Internship provides hands-on experience managing and implementing a wide variety of adult education programming at the Gardens, including supporting classes, written and live interpretive exhibits in the Gardens and assisting with our Therapeutic Horticulture program. Under the supervision and mentorship of the Interpretation and Exhibits Coordinator, the Education Programs Intern will have the opportunity to:

- Support our adult education programming, including our Certificate in Native Plants and Ecological Horticulture and Certificate in the Botanical Arts, by assisting with course registration and student management, corresponding with students and instructors, and supporting the evaluation of our programs.
- Learn the art and science of live interpretation while supporting the development of our Native Butterfly and Moth House.
- Develop and maintain interpretive exhibits throughout the gardens.
- Interact with visitors by providing informal educational experiences.
- Learn best practices in customer service.
- Gain experience in all aspects of coordinating a busy Education Center.
- Support CMBG's Therapeutic Horticulture program by providing direct assistance with specialized programming for the elderly, visually impaired, and developmentally disabled.

Qualifications: The successful candidate must be comfortable and enjoy interacting with the public. They should have solid organizational skills, an interest in plants, nature, and the outdoors, and a desire to learn more about the role of education in a public garden and museum setting. Some coursework/experience in the field of education or the natural sciences is also required. Experience using databases and spreadsheets is preferred.

Schedule: 40 hours/week, including Saturdays from approximately mid-May to late August. Flexible start and end date. There is an hourly wage for this internship. The successful candidate is responsible for his/her own transportation to and from the workplace. Assistance finding housing is available.

To Apply: Qualified candidates should submit a cover letter describing their interest in the position, a resume, and a list of references to: Vanessa Nesvig, Interpretation and Exhibits Coordinator, at vnesvig@mainegardens.org.

Application Deadline: February 28, 2019