

Environmental Communications Intern

Reports to: Interpretation and Exhibits Program Manager

FLSA: Hourly, non-exempt

Pay Rate: \$15.75/Hour

Summary: This Institute of Museum and Library Services (IMLS)-funded position plays a major role in launching a new, dialogue-based approach to tours and live interpretation. In facilitated conversations guided by our educators, a select group of docents, and this intern, guests will hear and share stories related to climate change. Working with the Education Department, this position staffs a new conversational tour and stationary exhibits, such as our Native Butterfly House and Learning Apiary, providing dialogue-based live interpretation. This position also assists with evaluating the grant-funded interpretation through a variety of strategies, including surveys and interviews. In addition, this position provides hands-on experience in a wide variety of educational programming at the Gardens, including assisting with adult classes, daily activities in the Children's Garden, and supporting assessment of live interpretive exhibits in the Gardens.

This internship would prepare you to enter the field of environmental or museum education by providing hands-on experience with interpretation, informal education, classes, and demonstrations in a public garden setting. In particular, the intern in this position will immerse themselves in a conversational approach to talking about climate change and environmental issues, interacting with visitors, and providing hands-on informal education to the public. This internship allows students to learn how the Education Department leverages the incredible resource that is our landscape and gardens for a wide variety of learning modes and settings to serve our diverse customer and visitor base.

Essential Functions: *(This job requires the performance of the following tasks, with or without accommodation. Incumbents may be regularly or occasionally required to assume additional responsibilities or perform additional tasks.)*

- Learn the art and science of live interpretation in a public setting while leading facilitated dialogue tours and live interpretation at stationary exhibits like the Butterfly House and Learning Apiary
- Assist with assessment surveys for new grant-funded tours and stationary exhibits through public interviews, followed by data entry.
- Support volunteers facilitating climate change conversations by assisting with volunteer training, development, and schedule management as needed.
- Support additional interpretive experiences such as our Discovery Cart, Native Bee exhibit, and docent training and support.
- Support daily informal educational activities in the Bibby and Harold Alfond Children's Garden and adult classes as needed.
- Gain experience in all aspects of coordinating a busy education department.
- Learn and deliver best practices in science communication and visitor engagement.

Qualifications:

- Must enjoy and be comfortable interacting with the public.
- Solid organizational skills.
- Enthusiastic and engaging storyteller
- An interest in environmental issues, 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 preferred.
- Experience using databases and spreadsheets is preferred.
- Commitment to working across the organization to support the integration of IDEA (Inclusion, Diversity, Equity, and Access) principles into CMBG's internal operations and its relationships with visitors and guests.

Work schedule:

40 hours/week, from approximately mid-May to late August, with at least one day of the workweek a weekend day. Flexible start and end date. Hourly rate is \$15.75/hour.

Physical and environmental factors:

This is an active job, requiring walking, standing, kneeling, squatting, bending, and reaching, up to eight hours at a time. Work is performed both indoors and outdoors, often in inclement weather (hot, cold, wet). The work requires standard visual acuity.

Review of applications begins February 10, 2023 and will remain open until filled. To apply, e-mail cover letter, resume and references to: Sarah Callan, Interpretation and Exhibits Educator @ scallan@mainegardens.org.

This is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts, or working conditions associated with the job. While this job description is intended to be an accurate reflection of the current job, the company reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed when circumstances dictate (such as emergencies, changes in personnel, work load, rush jobs, or technological developments).