



East Polk Soil and Water Conservation District Position Announcement

Job Title: Summer Intern
Location: 240 Cleveland Ave., P.O. Box 57, McIntosh, MN 56556
Classification: Seasonal Hourly Employee
Salary Range: \$15-\$18/hour
Closing Date: Friday, March 21, 2025 at 4:30 p.m. or Until Filled

The East Polk Soil and Water Conservation District is seeking a currently enrolled or recently graduated college student to serve as the Summer Intern. This position runs May through August with flexibility on start and end dates. This position will assist full time staff in carrying out services and duties for the SWCD. The successful candidate will have the opportunity to gain experience and exposure to Regulatory Programs: Wetland Conservation Act (WCA) and MN Buffer Law; Monitoring Programs: Lake Monitoring, Stream Monitoring, Lake Level Monitoring, and DNR Observation Well Monitoring; and Projects: engineering services offered by the SWCD for Agricultural Practices, Shoreline Restoration Program, and the Rain Garden Program. Other duties and responsibilities may include, but are not limited to, attending meetings with landowners, lake associations, and conducting public outreach through displays and presentations. There will be extensive interactions with landowners and community groups as well as local, state, and federal government to build partnerships and implement conservation programs.

Required Qualifications:

- Currently enrolled at a university or college and receiving internship credit towards a bachelor's degree related to natural resources, environmental education, agronomy or other ag related field **OR** a bachelor's degree in natural resources, environmental education, agronomy, or another ag related field
- Excellent communication, writing, and organizational skills; good sense of humor, self-motivated, outgoing, and ability to work independently as well as in a team.
- Experience with computers and Microsoft Office programs.
- Physical ability to work effectively in various field conditions, as well as lift up to 50 lbs.
- Must possess a valid driver's license.

Conditions of Announcement:

The East Polk SWCD reserves the right to extend or make changes to the content of this position announcement without notification and may at any time withdraw the announcement.

To apply applicants must submit a cover letter and resume that contains three professional references. Please mail cover letter and resume to: East Polk SWCD, Attn: Rachel Klein, P.O. Box 57, McIntosh, MN 56556 or email to klein.eastpolk@gmail.com.

For specific questions regarding this position contact:

Rachel Klein, District Manager
Klein.eastpolk@gmail.com
218-563-2777

East Polk SWCD is an equal opportunity employer.