



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: \$12-\$15/hour
Closing Date: Tuesday, March 31, 2020 at 4:30 p.m.

The East Polk Soil and Water Conservation District is seeking a highly motivated, currently enrolled college student or an individual that has recently graduated college, to serve as the Summer Intern between May and August 2020. This position will assist full time staff in carrying out technical services for the District. The successful candidate will have an opportunity to gain experience and gain exposure to administration of the Minnesota State Buffer Law, Cost-Share Programs, monitoring MN DNR groundwater observation wells, water quality monitoring and sampling on rivers and area lakes, Wetland Conservation Act, and taking MN DNR lake levels. 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. The successful candidate will prepare a brief report and present it to the East Polk SWCD Board of Supervisors once per month at the Regular Board Meetings. The report content will contain the selected candidate's accomplishments from the previous month.

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 60 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.