

WISCONSIN
LANDMARK
CONSERVANCY

Position Announcement

Seeking Stewardship Intern for Bayfield Office

Organizational Information: Landmark Conservancy is a non-profit nationally accredited land trust serving 20 counties in western and northwestern Wisconsin. We work primarily with private landowners who wish to conserve their land in perpetuity. We also work with local governments, state, and federal entities to create public preserves and trails for all to enjoy. At this time, we have conserved over 40,000 acres in our 30 years of land protection work.

Position Summary: Landmark Conservancy seeks a compassionate, skilled, and dynamic individual to join our team as a Stewardship Intern for the summer of 2023. The Stewardship Intern will work directly with the conservation team out of our Bayfield office. Primary responsibilities will be to assist Landmark's conservation team with our northern suite of projects. Duties occur in both the field and in an office setting. Some travel is required to various locations in the region, and mileage reimbursement will be provided when use of a personal vehicle is unavoidable. Occasional night and weekend availability may be required.

Duties and Responsibilities:

- Help prepare for various stewardship activities and events (such as interpretive walks, trail maintenance workdays, and habitat restoration activities).
- Work with volunteers on stewardship activities and events in partnership with Landmark staff.
- Assist in managing Landmark-owned and stewarded properties. This may include helping with natural resource surveys, planting projects, invasive plant removal, trail building projects, trail maintenance and infrastructure repairs, installation of signage, etc.
- Monitor various protected properties by working with colleagues and volunteers.
- Help prepare interpretive materials to raise awareness of our work to supporters and the public.
- Update project records as needed.
- Other stewardship duties as assigned.

Requirements:

The individual must:

- Be working toward a college degree in natural resources or an area of similar study or have recently graduated.
- Ideally be in their third or fourth year of study.
- Work as a team member and independently, as well as with volunteers.

- Have familiarity with native and invasive plant identification and northern Wisconsin habitat types.
- Have experience with safe use of hand tools and small power equipment. Position will require use of a walk behind brush mower, leaf blower, brush saw, chainsaw, and a variety of hand tools under supervision of Landmark staff.
- Be comfortable using herbicides under supervision of Landmark staff.
- Be comfortable working off trail in brushy areas in hot and buggy conditions.
- Be well organized with excellent time management skills and be able to prioritize tasks.
- Have working knowledge of Microsoft Office and mapping applications such as ArcGIS.
- Possess excellent interpersonal skills, enthusiasm, and an interest in conservation work.

Desired Attributes:

- Previous field experience is preferred but not required.
- Strong organizing skills - planning, filing, note taking.
- Familiarity with the region's flora, fauna, ecosystems, geography, and conservation partners.

Office Location: We have two office locations, one in Menomonie and one in Bayfield. This position will work out of the Bayfield office.

Status and Compensation: This is a part-time (30-hours), entry-level internship from approximately June 5, 2023 – September 1, 2023. Compensation will be \$14-\$16/hour based on skills and experience. Landmark Conservancy is also offering one week of unpaid vacation during the position period.

How to Apply:

Submit cover letter, resume, and three references via email to charly@landmarkwi.org. Application review will begin Friday, March 10, 2023, and position will remain open until filled. Contact Charly Kearns, Conservation Assistant with questions at charly@landmarkwi.org or 715-235-8850.

Landmark Conservancy is an equal opportunity employer.