

Environmental Education Internship

(paid, no housing) Spring 2027

Job Title: Environmental Education Intern

Reports To: Camp & School-Age Programs Director

Effective Dates Option #1: mid-February – mid-June (exact dates agreed upon with Camp & School-Age Programs Director)

Effective Dates Option #2: mid-February – late-August (exact dates agreed upon with Camp & School-Age Programs Director)

Working Hours: approximately 10-20 hours/week during all weeks EXCEPT 36-40 hours/week only during camp weeks (camp weeks are February 22-26, April 26-30, and June 21-August 27) – interns will also work Saturdays in March

Salary Level: \$16/hour

Employment Status: Temporary, Hourly, Non-exempt

Internship Summary:

Prescott Farm Environmental Education Center seeks enthusiastic, positive, and kind interns to lead education programs with the guidance of our education team. We will provide training on how to teach our programs so that interns can lead field trips at Prescott Farm and assist in teaching programs at our partnering schools with our Environmental Educators. Interns will also develop and implement programs for campers which they will lead during Winter Camp (February 22-26), Spring Camp (April 26-30), and/or Summer Camp (June 21-August 27). We ask that interns complete at least one project of their choice during their term that will support our mission, examples of some project ideas can be found below but should be based on the intern's interests and organization's needs. Interns must also present some sort of culmination of their internship experience and projects to the staff of Prescott Farm. The exact details of the presentation can be worked out depending on the projects they complete and the intern's interests.

During camp, interns work 36-40 hours Monday through Friday, typically 8:30am to 4:30pm, with the exception of 3-4 shifts of extended care coverage per week (the before care shift starts at 7:45am and the after care shift ends at 5pm). Interns will be paired with another intern or camp instructor and together they will be assigned a group of up to 12 campers. They are responsible for daily supervision and instruction of their campers as well as the larger camp community ages 5-14. Interns will develop programs and activities for campers and lead them through their day. Activity topics may include but are not limited to environmental science, plant and animal ID, natural exploration of the forest, fields, and wetlands, fire-making, cooking, gardening, shelter-building, and teambuilding. We ask interns to prioritize teaching hands-on, outdoor programs that encourage exploration of and care for our natural environment and wildlife.

This position is in-person in Laconia, NH and interns must have access to a personal vehicle in order to commute to and from work (there is no reliable public transportation in the area). Housing is not provided.

Responsibilities:

- Lead educational experiences on- and off-site to children ages 5-18 and occasionally adults
- Complete at least one project that supports Prescott Farm's mission (examples below)
- Maintain safe, kind, proactive, and inclusive behavior management strategies with children
- Arrive on time for all scheduled days and stay for the entire duration of your scheduled time
- Communicate any anticipated and emergency time off in a timely manner with the Camp Director
- Use the Prescott Farm 2-way radios to communicate with other staff members during the day
- Share in maintenance of program equipment
- Occasionally assist with preschool age students with preschool teachers present
- Other duties as assigned

Additional Responsibilities During Camp:

- Supervise campers and maintain safe practices, upholding all WildQuest Camp policies
- Develop and lead programs and activities for campers on a variety of science and nature topics to groups of up to 12 campers (ages 5-14), sometimes with a co-instructor and sometimes independently
- Lead campers in hands-on activities related to the camp themes as well as teambuilding activities, games, and songs
- Employ inquiry-based teaching methods to stimulate learning

- Help build a sense of community among campers and encourage positive interactions and self-esteem of campers
- Be a role model for campers by being kind and courteous to all members of the camp community and by being properly prepared for the day's weather, including wearing the appropriate gear
- Participate in, facilitate, and encourage positive, productive interactions between campers, Volunteer Junior Instructors, and fellow interns and staff members
- Participate in camp staff meetings at the beginning and end of each day
- Communicate camper health and behavior concerns with the Camp Director
- Document accidents and incidents in a timely and appropriate manner
- Participate in working AM and PM extended care coverage on a rotating schedule
- Enhance existing curriculum with creative and thought-provoking ideas and activities
- Take initiative in problem-solving, fostering effective interaction between campers, staff, and parents
- Other duties as assigned

Project Examples:

- Create signage, social media, or blog posts providing educational interpretation of a natural aspect of our location
- Create signage, social media, or blog posts providing interpretation of a historical aspect of our location
- Create a natural interpretative display for the education center lobby
- Identify, plan, and implement ways to improve trail sustainability (ex/ stepping stones in wet areas)
- Create and implement a story walk experience on-site for visitors
- Expand our community science options for volunteers
- Other projects available depending on intern's interests and organization's needs

Work Environment:

- Activities take place throughout our 160-acre property with over 3 miles of trails through woods and fields. Trail and other program areas may be rocky, wet, muddy, buggy, or sloped. Unless safety is a severe concern (such as thunderstorms), we live by the saying, "There's no bad weather, only bad gear."
- Interns may work with domesticated animals such as chickens, a rabbit, a turtle, and honeybees (direct interaction with the honeybees will be limited to staff with proper training, comfort, and safety gear).
- Staff will also encounter wild animals which may include insects, snakes, frogs, spiders, salamanders, and native mammals. While Prescott Farm does its best to deter animals in high traffic areas that may cause harm (such as ticks or yellowjackets), as an environmental center, we are not able to predict exactly where these animals will be and avoid taking measures that cause unnecessary harm to our surrounding environment.
- Dress in accordance with dress code requirements and appropriate for a youth education environment.
- Interns will receive one-on-one feedback throughout internship and are encouraged to initiate one-on-one conversations with their supervisor as needed. Interns are also encouraged to provide feedback as a means of enhancing the internship program experience.
- While working at camp, interns should have their cellphones accessible for emergencies but cell phones should be out of sight when campers and their families are present. The camp office and main Prescott Farm office will both be available for staff to use for computer, cell phone, and other internet needs.

Qualifications:

- An individual who is at least 18 years old
- An interest in working with children. Previous camp or teaching experience is desirable but not required.
- Ability to maintain safety and manage a group of children in a fun and positive way.
- Must be willing to follow all Prescott Farm health and safety rules.
- Ability to model responsible behavior to program participants while sharing a sincere interest in the natural and environmental sciences, outdoor skills, and education. Previous experience teaching camp topics is desirable but not required.
- Ability to function comfortably outdoors in a variety of conditions (cold, hot, rain, humid, buggy, etc.).
- Creative and collaborative individual able to work independently and as part of a team.
- Candidate should enjoy working in a busy community, be flexible, highly dependable, and self-motivated.

- Excellent interpersonal, organizational and leadership skills. Comfort with public speaking, constantly interacting with campers, their families, volunteers, and other staff.
- First aid and CPR certification recommended but not required.
- Ability to move program equipment and supplies up to 40 lbs. and navigate nature trails under any weather conditions.
- Must pass a background check according to NH DHHS rules and Prescott Farm's guidelines.

Benefits:

- Pay is \$16 per hour.
- Ongoing feedback and development to help staff grow within our organization and in other future pursuits.
- Opportunities to learn about multiple aspects of nonprofits and environmental education organizations by working closely with all of our staff including environmental educators, preschool staff, volunteer coordinator, marketing director, and administrators.

Application:

- If interested, please go to this website (<https://prescottfarm.campbrainstaff.com/>), create an account, and fill out the application under "WildQuest Camp Winter & Spring 2027" called "Environmental Education Internship". If you have any questions, please feel free to reach out to Phoebe Hartvigsen at phartvigsen@prescottfarm.org.

We believe our camp community is strengthened by diversity and encourage individuals with diverse backgrounds, experiences, and identities to apply.