2015 Summer Internships
Childhood’s Gate Children’s Garden
H.O. Smith Botanic Gardens

Application Deadline: April 15, 2015

Opportunity:
The Arboretum at Penn State is offering internship opportunities for undergraduate students interested in working in the children’s garden under the guidance of the coordinator of children’s educational programs. For summer 2015 we are seeking up to four full-time (40 hours/week) interns. It is expected that the internship will be a part of a relevant academic program with a formal contract. Positions are for credit and are unpaid.

Responsibilities:
• Planning, development, facilitation and evaluation of outdoor learning experiences, educational activities, and programs for children (ages 3-12).
• Learning about the history of our regional geographic landscape, and our native plants and wildlife in order to share your learning with visitors to the gardens.
• Supporting tours and events held in the children’s garden for visiting school and community groups and for university functions.
• Acting as a “garden guide” for informal visitors of all ages.

Experience:
This internship will provide students with an experience in place-based education as we develop nature-themed programs and activities related to central Pennsylvania’s geology, history, and culture. Possible themes include local wildlife and bird identification, pollination, the native people of our region, and gardening “from seed to table” (planting and harvesting a vegetable, flower, and herb garden). It will be an outdoor learning experience that will also expose interns to the world of public gardens by integrating event planning, donor support, and public relations skills with the educational mission of the children’s garden.

Requirements:
• Pennsylvania Department of Public Welfare Child Abuse History Clearance and Pennsylvania State Criminal History Record Clearance
• Federal Criminal History Background Check (FBI fingerprint) Clearance
• Two letters of recommendation
• Health appraisal and TB test
• Completion of the Building a Safe Penn State: Reporting Child Abuse on-line training
All documentation must be current within one year of application. Information and guidance on requirements can be provided.

Individuals must have the ability to work 40 hours across a seven-day week (Sunday-Saturday). Some weekend and/or evening activity is anticipated and schedules will be adjusted according to the events and programs of the garden. Work is primarily outdoors but will involve weekly planning and evaluation meetings, material preparation, and some garden maintenance.

**Qualifications:**
Applicants should be enrolled in a B.S. and/or M.S. degree program in Education, Health and Human Development, Recreation and Parks Tourism Management, Environmental Education or fields of study related to garden and outdoor education. Applicants should have strong written and personal communication skills, a demonstrated willingness to work in a team environment, and a strong work ethic. Highest preference will be given to candidates who have an interest in education and can explain how this opportunity will help them to reach their career goals. Previous experience in nature education is welcome but not as necessary as the motivation to learn in the company of young children and the willingness to work outdoors in the Arboretum.

**Application:**
If interested, please mail or email cover letter and resume in PDF format to:

Linda M. Duerr  
Coordinator of Children’s Educational Programs  
The Arboretum at Penn State  
212 Forest Resources Building  
University Park, PA 16802  
lmd9@psu.edu

www.arboretum.psu.edu