



Intern Position Description

Trails Naturalist Intern

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| Internship Location | 2031 Lowery Road, Morganton, GA 30560 |
| Position Grade | 3 ; background check includes Criminal Background and Social Security Number Verification |
| Focus of the Internship | Intern will gain experience in trails maintenance and outdoor educational practices at a nonprofit chimpanzee sanctuary. The intern will also complete an independent project that can meet the requirements of the intern's academic institution (if applicable). |
| Learning Opportunities | <ul style="list-style-type: none"> ● Learn trail system management of a non-profit by participating in daily maintenance projects that will vary with the seasons. ● Knowledge of Project Chimps' mission and values ● Learn how to effectively communicate a nonprofit's mission to existing and prospective donors and stakeholders through naturalist presentations to hikers and trail guests. ● Learn how to use maintenance tools and equipment. ● Develop relationship building and retention skills through ongoing contact with trails sponsors and volunteers. ● Exposure to the operations of a chimpanzee sanctuary. ● Attend and participate in committee meetings as related to intern's project. |
| Orientation/Training | <ul style="list-style-type: none"> ● Orientation will be scheduled the first day of the internship and includes the following: history and tour of Project Chimps, description of rules, safety protocols, chimpanzee behavior, and chimpanzee care protocols. Intern should attend the orientation wearing closed, rubber-soled shoes. ● Intern will be given a manual and will be trained on the particular aspects of their role. ● Intern will receive online training via CollaborNation. Once an intern finishes the required courses, they retain access to the full library of online courses. |
| Intern Responsibilities | <ul style="list-style-type: none"> ● Assist with construction and maintenance of the trail system, camp sites, and other amenities along the trail route. ● Coordinate and deliver weekly presentations to hikers and trail guests based on the intern's interest and background (ie topics are unique to each intern such as birding, edible plants, insects, etc). ● Research potential additions to the trail system. ● Assist in securing sponsors for available naming opportunities (benches, bridges, etc). ● Communicate regularly with Event Coordinator and Facilities Manager. ● Follow Project Chimps volunteer and photo release protocols. |

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| | <ul style="list-style-type: none"> ● Evaluate presentation success after each session. ● Represent Project Chimps at community events as directed. ● Participate in daily staff morning briefings. ● Resident interns complete a weekly shift cleaning and tending to the intern residence. ● Attend weekly meetings with supervisor. ● Identify and develop an independent project (for example, add new trails, create new educational leaflets, identify additional species, etc). The project can meet the requirements of the intern’s academic institution; present completed project in a written format and/or PowerPoint at a staff meeting at the end of the internship term. |
| Level of Difficulty 1=easy/5=demanding (physical, mental, emotional) | <ul style="list-style-type: none"> ● Physical difficulty is Level 5; trail work may be up to a level 5 in physical difficulty, requiring physical strength and mobility; must be able to complete a moderate hike on gravel roads in all weather. ● Mental difficulty is Level 4; can be a fast paced and high stress environment to guide novice hikers on even moderate trails; independent project work requires critical thinking skills. ● Emotional difficulty is Level 2; intern will be around chimpanzees that are retired from biomedical research. |
| Expected Environmental Conditions | Office environment and outdoor event space in rugged and rural conditions; events take place rain or shine around our 230-acre property. |
| Qualifications/Requirements for Intern Applicants | <ul style="list-style-type: none"> ● Must be at least 18 years old. ● Able to meet the requirements outlined in the Essential Capabilities document with or without reasonable accommodation . ● Interested in outdoor recreation, trail management, and outdoor education. ● Proficient with Microsoft Office, including Outlook, Word, Publisher, PowerPoint. ● Comfortable with public speaking, in large and small group settings. ● Excellent oral communication skills. |
| Restrictions | <ul style="list-style-type: none"> ● Must arrive on time for shifts. ● Must wear closed, rubber-soled shoes. Intern shirts will be provided by Project Chimps and a dress code must be followed at all times. ● Must learn and follow all guidelines and policies of Project Chimps and follow directions given by staff. ● Candidates must submit the required paperwork and pass a background check before being assigned. At least two letters of recommendation must be submitted with the application form when applying for an internship. Copies of any academic requirements should also be submitted. International interns are solely responsible for obtaining any required visas. ● Should have access to a computer and ability to login into an online volunteer communication site to receive updates. ● Current TB test, Flu shot, Tetanus, Hepatitis A, and Hepatitis B shots required, unless you are medically exempt. |
| Internship Start Date | Flexible in spring an fall months only |
| Internship Time Commitment | 32 hours per week for 12 weeks, flexible upon request |
| Internship Scheduling Guidelines | Schedule is flexible and may be based on the weather. |

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| Tools/Equipment Provided (including Personal Protective Equipment) | All necessary equipment will be provided. |
| Optional Tools/Equipment | Interns are encouraged to bring their own laptops. |
| Supervisor(s) | Christy Jelleys, Facilities Manager cjelleys@projectchimps.org |
| Additional Mentor(s) | Megan Hume, Event Coordinator mhume@projectchimps.org |
| Number of Concurrent Internship Openings | 1 |
| Additional Information | <ul style="list-style-type: none"> ● Intern may have the opportunity to explore local trail systems to gather ideas. ● This is an unpaid position. On-site housing may be available for interns committing to at least 32 hours per week and will be discussed after receipt of the initial application; please note your interest in housing accommodations in your cover letter. Housing is co-ed, and has two bedrooms, kitchen, living room, and is equipped with internet. Food must be provided by the intern if staying on-site. Parking is available for interns with vehicles. The property and house are non-smoking. Staff or volunteers will provide interns with weekly trips into town for grocery shopping. ● Interns will have no physical contact with the chimpanzees. |
| Updated | 5.17.21 |