



Nez Perce Soil and Water Conservation District

Position Announcement – Closing Date 9/12/11 or until filled

Monitoring Internship

ANNOUNCEMENT NUMBER: NPSWCD-12-1112

WORK SCHEDULE: Variable

POSITION: Monitoring Internship

SALARY RANGE: Stipend amount to be determined by available hours, experience, no benefits, employment is at-will

OPENING DATE: August 9, 2011

CLOSING DATE: September 7, 2011 or until filled. Screening will begin 9/11/11

APPLICATIONS MUST BE RECEIVED BY THE CLOSE OF BUSINESS (4 p.m.) on: September 7, 2011 in order to be considered in initial screening

THIS POSITION HAS PROMOTION POTENTIAL TO: None

THE DUTY LOCATION AND ORGANIZATION: Culdesac, Idaho
Relocation expenses are not authorized.

TO APPLY

Please submit a cover letter and resume to : npswcd@co.nezperce.id.us. Only individuals whose applications are being considered will be contacted. No phone calls or office drop-ins please.

Please read the entire position announcement and follow all application instructions.

DESCRIPTION

The Nez Perce Soil and Water Conservation District (District) is based in Culdesac, Idaho. Work tasks will be performed at the Culdesac office site. The monitoring intern position is a temporary stipend based position, without benefits. Start date is estimated at September 2011 and end Date is December 2011. Work hours (start times, hours per day, day per week worked) will vary from week to week and are based on team needs, work load, weather, and available student hours. This means that no set scheduled is determined; employee is irregularly scheduled to work as determined by the project manager. Assignments are related, but not limited to data collection and analysis for stream temperature, photo points, erosion quantification, conservation practice effectiveness, and water quality. The District is seeking one to three interns to perform monitoring activities in the fall of 2011. Pre-employment skills testing and evaluation may be required.

BASIC QUALIFICATIONS

The following basic qualifications are required:

- Ability to operate office and computer equipment such as copiers, fax machines
- Ability to collect data in the field setting. This requires the ability to work in inclement weather over rough terrain, packing field equipment weighing up to 50 pounds.
- Ability to GPS.
- Excellent organizational skills
- Self-starter
- Ability to operate computer software programs including Microsoft word and Microsoft excel.
- Ability to meet deadlines and attend work as scheduled
- Ability to follow instructions and procedures
- Ability to meet documentation requirements, provide status reports
- Reliable transportation to attend work.
- Legible handwriting, neat work products
- Insurable driver's license
- STRONG writing skills if performing the data analysis portion of the internship
- Strong excel skills if performing the data analysis portion of the internship
- Ability to work as a team member with strong interpersonal, writing and speaking skills and support mission accomplishment with minimal guidance and supervision.
- Enthusiasm

PREFERRED QUALIFICATIONS:

- Experience or knowledge of access databases
- Experience, knowledge or education in monitoring techniques, data collection, data analysis
- Experience with technical writing