



Urban Forestry Intern Part-time Position – 2018

Description: The Urban Forestry Intern will support community forestry projects in Denver’s Globeville and Elyria-Swansea neighborhoods (GES) as part of a broader community greening initiative called *Greener, Healthier GES*. This internship is housed within The Park People, a 501(c)(3) nonprofit organization, and the project is a partnership of multiple organizations, including The Nature Conservancy and the Globeville, Elyria-Swansea Coalition. The intern will work with colleagues and local residents of the GES neighborhoods to define, design, and implement urban forestry projects and will help develop a process-oriented model of community forestry at the block scale. Tasks will include: neighborhood outreach, communications with and coordination of community residents and volunteers, community education, development and production of processes and materials, co-facilitation of community visioning and project planning processes, data management and recordkeeping, tree siting, planting, and stewardship support. The intern may also be involved in assisting with other tasks as needed. The Urban Forestry Intern will work closely with the Program Manager and Program Associate and will also represent The Park People independently and serve in supervisory roles as well. Thus, a friendly, professional demeanor and excellent communication skills are critical. Strong attention to detail as well as the ability to multi-task and manage time efficiently are also required. Depending on the candidate selected, TPP hopes to utilize the intern's own personal and/or professional expertise, relationships, and networks to enhance the project's success.

Hours/Salary: This is a temporary position funded from July 9, 2018 through November 30, 2018. The per-week hourly commitment will average roughly 20hrs/week, but hours worked per week may vary and will be discussed in advance with the supervisor. Availability on some weekends and evenings is required.

The selected applicant will earn \$6,750 over the course of the position and will develop knowledge and skills in the areas of: urban forestry, community engagement, project coordination, landscape design, volunteer management, and work in a nonprofit setting and with partnering organizations. This internship will provide valuable experience for someone interested in environment, sustainability, community-based work, volunteer management, and working in the nonprofit sector. The intern will have opportunities to learn about other related topics, e.g. urban redevelopment.

Required Skills:

- Strong speaking, writing, and interpersonal skills
- Excellent organizational skills, detail orientation, ability to multi-task
- Proven ability to work independently and as part of a team, exceptional communication skills
- Demonstrated professional behavior
- Availability through November
- Proficiency in Microsoft Word and Excel
- Willingness and ability to travel to Park People office and to meetings, workshops, and residential neighborhoods in the City of Denver
- Valid driver’s license and safe driving record
- Ability to lift 50 lbs

Desired Skills:

- Ability to write and speak Spanish strongly desired
- Familiarity with or residence in GES
- Basic understanding of environmental and park issues
- Background in urban forestry, an environmental field, youth education, and/or community engagement
- Experience working with a diverse group of people
- Sense of humor and flexibility
- Experience with Microsoft Access
- Art/design and computer graphics skills

Contact Information: Visit www.TheParkPeople.org for more information about The Park People. Send resume and cover letter to Leah Shafer, Program Manager by May 14th: Leah@TheParkPeople.org.