

Beczak Environmental Education Center

Internship Description

Title of Position: Education Assistant

Position reports to: Director of Education and Outreach

Value of this Intern Position: Beczak Environmental Education Center works with over 20,000 students and families throughout the year. The student in this position will help the education staff present our award winning programs. Additionally, the Education Assistant Intern is responsible for aiding in the preparation and clean-up of our classroom space and materials.

Job Activities and Responsibilities:

- 1) Interact with students and answer basic questions.
- 2) Classroom management.
- 3) Assist educators with seining and craft programs (Potential will exist for the Intern to teach as well).
- 4) Help clean materials that have recently been used in a program (e.g., seining gear).
- 5) Prepare materials for an upcoming program.
- 6) Other tasks and duties as assigned.

This is a great position for students who are looking to gain valuable classroom experience as well as those who are interested in the environmental non-profit field. Interns will join staff during programs at the center as well as those in classrooms throughout the Hudson Valley and New York City. Additionally, participants may also have the opportunity to team-teach or lead programs based on their progression.

Timeframe:

Duration of this commitment: _____ Flexible _____

Frequency of Activity: _____ Average of 10 hours per week. _____

Qualifications Sought:

- 1) Comfortable working alone or with a group of people.
- 2) Willing to work with students of all ages and ethnicities.
- 3) Ability to work indoors and outdoors in varying weather conditions.
- 4) Must be reliable and on-time for scheduled program assignments.

Compensation:

\$10/hr