

# Clay County Conservation Board

## Seasonal Naturalist Internship Announcement

**Job Description:** The Clay County Conservation Board is now accepting applications for seasonal naturalist Intern position. This seasonal employee will be working approximately 14 – 18 weeks at 36 – 40 hours/week during the summer months (May – August). Some weekend work may be required throughout the course of the seasonal employment term. Naturalist Intern is required to be highly motivated individual who is willing to follow detailed directions from full-time Environmental Education Coordinator and perform high-quality work until objective completion. The seasonal Naturalist Intern position will be compensated at \$14.50/hour per hour. The application deadline is March 2nd, 2026

### **Duties:**

- Assist the naturalist with development, planning, organization, and presenting environmental education, outdoor recreation, and conservation programs and special events to the general public, schools, and other groups.
- Plan, assist, and lead summer day camps
- Assist with publicity events and public information activities
- Other related duties as assigned
- Equipment maintenance

### **Qualifications:**

- Must be 18 years or older and a high school graduate or GED equivalent with an interest in pursuing a degree in one of the following fields: natural resources, wildlife biology, environmental education/interpretation, teaching, biology, ecology, environmental studies, or other related field.
- Applicants should have the ability to work with people of all ages and communicate effectively both orally and in writing.
- Ability to work independently and in a group.
- General knowledge and interest in outdoors and natural resources.
- Effective communication skills - This includes written word, public speaking, and computer programming.
- Ability to work outdoors in a variety of conditions, use small hand tools, and routinely lift up to 50 lbs. Balancing, stooping, kneeling, and lifting are sometimes required.
- Ability to lead groups with various outdoor educational or recreational activities such as canoeing, fishing, nature hikes, etc.
- A background check is required

### **To Apply:**

The application deadline is March 2nd, 2026,

Job applications are available at: [www.claycountyparks.com](http://www.claycountyparks.com)

Please send completed application, cover letter, and resume to:

**Bri Blom**

Clay County Conservation Board

Email [bbloom@claycounty.iowa.gov](mailto:bbloom@claycounty.iowa.gov)

or

Mail: 420 10<sup>th</sup> Ave SE

Spencer, IA 51301

For additional information, please call (712) 262-2187

# Seasonal Naturalist Internship Description

## DESCRIPTION OF WORK ACTIVITIES:

Assisting the Environmental Education Coordinator with the performance of all phases of routine environmental education programming for the Clay County Conservation Board. The intern works under the direct supervision of the Environmental Education Coordinator and the Director. The work week is limited to no more than 40hrs/week, with some non-routine (i.e. some weekend & evening) assignments.

## DUTIES AND RESPONSIBILITIES:

- Assist with and provide public and school programming on natural resources, outdoor recreation and related topics.
- Perform skilled and unskilled maintenance/management tasks associated with the operation of the Learning center.
- Plan, assist, and lead summer day camps
- Assist with publicity events and public information activities
- Assist other staff with special projects at county managed areas.
- Assist with routine trail (hard surfaced & natural surfaced) management & maintenance activities.
- Assist with and lead local on-site & off-site field trips.
- Draft resource related articles and press releases for local & social media.
- Complete special projects as assigned by supervisory staff.

## EDUCATION AND EXPERIENCE:

Be enrolled in or have a degree in one of the following or similar fields: natural resources, environmental education/interpretation, biology, ecology, or environmental studies.

## SPECIAL REQUIREMENTS:

- The ability to follow oral & written instructions.
- The ability to work without direct supervision.
- The ability to establish and maintain effective rapport with co-workers and the public.
- The ability to work at satellite areas within the county as needed.
- The ability to effectively apply common sense to solve problems or achieve work objectives.
- The ability to maintain accurate work & equipment records.
- Must possess a valid driver's license and maintain an acceptable driving record.
- The ability to lift 50lb. objects and carry up to 15 yards.
- The ability to work out-of-doors in extreme hot, cold, snowy, rainy, and windy weather conditions.
- The ability to routinely stand for one hour, walk up to 4 miles, sit, kneel, stoop, balance, and climb.
- The ability to work with power tools, around moving parts/equipment and be exposed to dust, fumes and loud noises.
- A background check is required

## EMPLOYMENT PERIOD:

This seasonal employee will be working approximately 14 – 18 weeks at 36 – 40 hours/week during the summer months (May – August), flexible starting date in May of 2026 (specific starting and ending dates can vary, depending on schedule of applicant). Limited to 40 hours per week. May require some evening and weekend hours.

**SALARY:** \$14.50/hour per hour with no benefits.