Position: Visitor Services Intern at Pictured Rocks National Lakeshore

Duty Station: Pictured Rocks National Lakeshore is located between the towns of Munising and Grand Marais in Michigan’s Upper Peninsula. The position will be stationed at the park’s headquarters office on Sand Point Road in Munising. For more information, visit http://www.nps.gov/piro/index.htm or https://www.facebook.com/PicturedRocksNL/

Internship Details:
✓ Position filled as full-time for 30 weeks
✓ Unpaid position, however a stipend will be provided of $25/day and compensated government housing
✓ Weekly schedule can vary and will include weekends and some evening shifts
✓ Expect working in various outdoor conditions and standing extended periods of time
✓ Must wear a volunteer uniform for duty and have a valid state driver’s license
✓ Supervised by the Supervisory Visitor Assistant and the Chief of Interpretation and Education

General Duties:
✓ Staff the Munising Falls Visitor Center, providing information, and trip-planning assistance to visitors
✓ Create interpretive program(s) and develop publications such as flyers, signs, and brochures
✓ Support summer youth programs for groups such as Life of Lake Superior, Parks in Focus, and More Kids in the Woods
✓ Assist with organizing park media and contribute to social media platforms
✓ Facilitate fall field trips, classroom programs, and partner programs to elementary school groups
✓ Maintain the Education Shelter, preparing and organizing educational supplies, and compiling inventory lists of educational equipment
✓ Review and support program development, projects, and other assigned tasks
✓ Cross-training in other divisions as the schedule permits

Qualifications: Interested candidates must possess strong communication skills and have some experience with customer service, public speaking, and/or foundational knowledge in natural resources or outdoor recreation. Must be self-motivated, reliable, flexible, have a positive attitude, and be able to interact well with children and adults. Experience with Microsoft Office programs is needed and familiarity with Adobe Software package is a plus.

To Apply: Send a cover letter, resume and list of three references to Scott Berry, Supervisory Visitor Assistant at scott_berry@nps.gov.