

**POSITION DESCRIPTION**

**Title:** Conservation and Land Management (CLM) Intern – USFS

**Exemption Status:** Exempt

**Department:** Plant Science and Conservation

**Reports to:** Manager, Conservation Training Programs

**Year-round or Seasonal:** Seasonal

**Full-time or Part-time or Resource:** Full-time

**Supervises:** N/A

**Position Overview:** There are 49 CLM Internship Positions available through a cooperative agreement with the US Forest Service, primarily scouting and making collections of native seed on Forest Service land. These collections will be utilized for important Native Plant Materials Development projects, such as seed increase programs and restoration of disturbed areas. When not scouting or collecting seed, there may be opportunities to assist USFS staff on additional tasks, such as rare plant monitoring, wildlife surveys, outreach events, and more.

Positions are for 4-5 months (19-23 weeks) with an ideal start date of June 3<sup>rd</sup>. Positions will end in mid-October to early November. Interns will be stationed at the following National Forests/Grasslands. Each location will host 2 interns unless noted in ().

- Bitterroot NF in Hamilton, MT
- Beaverhead-Deerlodge NF in Dillon, MT
- Flathead NF in Kalispell, MT
- Helena-Lewis & Clark NF in Neihart, MT
- Dakota Prairie Grasslands in Lemmon, SD
- Bighorn NF in Sheridan, WY
- Lincoln NF in Ruidoso, NM
- Tonto NF in Phoenix, AZ
- Coronado NF in Tucson, AZ
- Urita-Wasatch-Cache NF in Ogden, UT
- San Bernardino NF in San Bernardino, CA
- Lake Tahoe Basin Management Unit NF in South Lake Tahoe, CA
- Lassen NF in TBD, CA
- El Dorado NF in Pollock Pines, CA
- Sierra NF in North Fork or Prather, CA
- Plumas NF in Oroville, CA
- Malheur NF in John Day, OR
- Willamette NF in Detroit, OR (3)
- Umpqua NF in Toketee Falls, OR
- Midewin National Tallgrass Prairie in Wilmington, IL (6)
- Tongass NF in Ketchikan, AK
- Chugach NF in Moose Pass, AK



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Interns will have access to the USFS office, field vehicles, and will receive training and mentorship from USFS staff. Teams will spend most of their time in the field, and camping hitches may be required to make the best use of travel time. CBG will offer a gear reimbursement fund to help offset the cost of camping gear and field clothing required for this position.

The CLM program will host a Training Workshop at the Chicago Botanic Garden in Glencoe, Illinois the week of June 3<sup>rd</sup>, training interns on seed collection best practices and providing other professional development opportunities. Travel expenses will be reimbursed for this training. At some locations, FS housing (bunkhouses or apartments) may be provided or available for rent at a reasonable rate.

## **Responsibilities:**

- Identify potential seed collection locations of priority species through scouting, analysis of herbarium records, previous seed collections, and vegetation mapping
- Collect herbarium vouchers for each potential collection site, take appropriate photos as instructed for seed certification
- Navigate on backcountry and often rough roads using a 4x4 vehicle
- Monitor phenology of target plant populations to plan and execute collections
- Utilize tablets with GIS software and/or paper data sheets to ensure required population scouting data, seed collection data, and photos are properly recorded
- QA/QC data and share with CBG and USFS
- As part of a team, make seed collections
- Communicate to all parties clearly, effectively and often
- Timely, accurate reporting of time and effort, adherence to all Chicago Botanic Garden policies and procedures for employees, and communication with the Chicago Botanic Garden manager
- Timely completion of reporting deliverables, including data entry and a mid-season and final report
- Contribute monthly blog posts to the CLM blog site

## **Qualifications**

The ideal candidate will have the following:

- Degree in Botany, Plant Science, Ecology, Biology, or a related field, or equivalent experience
- Strong plant identification skills (to species) and knowledge of plant taxonomy; strong knowledge of plant biology. Familiarity with plants and ecosystems of the western U.S.
- Experience maintaining accurate and detailed data records (in field and in electronic databases)
- Capable of conducting field work safely in rough terrain in harsh environmental conditions
- Experience hiking and backcountry camping, and the willingness to do so for this position
- Experience driving large field vehicles with 4-wheel drive; driving on gravel and dirt roads
- Wilderness First Aid or other field safety training
- Excellent organization skills and ability to handle several projects and deadlines at once
- Self-starter, independent worker, able to learn new tasks and skills quickly
- Flexible, able to problem solve and adapt to challenges
- Demonstrated ability to maintain good lines of communication between different partners



**Physical Demands:**

This position will be primarily based in the field with only occasional office work in the beginning and end of the season. Field work often occurs in remote locations, where cellular connection is unavailable or inconsistent. Field conditions can be extreme: hot summer conditions with potential for heavy rainfall, flash floods, and lightning strikes; high altitude sun exposure; and occasional wildlife encounters (rattlesnakes, bears, etc.). Vegetation monitoring activities, planting, seeding, and watering can be physically demanding due to hiking and stooping and bending for long periods of time.

**Chicago Botanic Garden Values & Behaviors:**

<b>VALUES</b> <i>As an organization, we...</i>	<b>BEHAVIORS</b> <i>As an organization, we...</i>
<p><b>Prioritize a culture of GROWTH.</b></p> <p>We commit to remaining curious in how we approach our work.</p>	<ul style="list-style-type: none"> <li>● Create and maintain spaces for learning.</li> <li>● Test new ideas and are willing to take risks to achieve our vision.</li> <li>● Collaborate to strengthen our skills and impact.</li> <li>● Demonstrate perseverance and humility as we work towards our long-term impact.</li> </ul>
<p><b>Seek to UNDERSTAND.</b></p> <p>We seek to understand others from their perspective.</p>	<ul style="list-style-type: none"> <li>● Provide opportunities for input and feedback from others.</li> <li>● Actively listen to all points of view.</li> <li>● Consider individuals’ lived experiences.</li> <li>● Advocate for and protect time for reflection especially during times of conflict or confusion.</li> </ul>
<p><b>See one another through a lens of RESILIENCE.</b></p> <p>We believe that all individuals can experience good outcomes with support.</p>	<ul style="list-style-type: none"> <li>● Give others the space to balance work and personal needs.</li> <li>● Support others and demonstrate empathy especially during challenging and stressful times.</li> <li>● Seek opportunities to learn from and about one another.</li> <li>● Ask questions about and anticipate the needs of others.</li> </ul>
<p><b>Build TRUST through TRANSPARENCY</b></p> <p>We hold ourselves and others accountable by centering decision making that honors all people.</p>	<ul style="list-style-type: none"> <li>● Communicate information in a timely manner.</li> <li>● Provide clarity in complex situations with the goal of common understanding.</li> <li>● Discuss both positive and negative outcomes openly.</li> <li>● Evaluate the impacts of our actions.</li> </ul>



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## **To Apply:**

Applications are reviewed on a rolling basis and positions at each location are open until filled. We are currently in a period of early consideration for these positions, which will remain open until 1/31/24.

*To apply for early consideration, send your resume to Monica Depies, CLM Program Coordinator, at [mdepies@chicagobotanic.org](mailto:mdepies@chicagobotanic.org).*

## **Why Apply?**

Come work in a setting that is like no other as you support our mission: We cultivate the power of plants to sustain and enrich life. Take the first step toward being one of the employees who make the Garden one of the treasures of the Forest Preserves of Cook County. Apply today. Please note that applicants who do not meet the required qualifications will not be considered.

We are an Equal Opportunity Employer and do not discriminate against any employee or applicant for employment because of race, color, sex, age, national origin, religion, sexual orientation, gender identity, status as a veteran, or basis of disability, or any other federal, state, or local protected class.

**Disclaimer:** The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be an exhaustive list of all responsibilities and qualifications required of personnel so classified.

In accordance with Title IX of the Education Amendments Act of 1972, Chicago Botanic Garden does not discriminate on the basis of sex in its programs or activities, including in employment or admissions. Please call (847) 835-8264 to contact our Title IX Coordinator should you have questions or concerns. Please do not call this number to inquire about job postings or the status of your application, or with solicitations from companies or third-party recruiters.