

Organization Background

The Galveston Bay Foundation (GBF) is a nonprofit organization located on the Upper Texas Coast that has worked for nearly 30 years to preserve and enhance one of the world's most productive estuaries—Galveston Bay—as a healthy and productive place for generations to come. We have diverse programs in land preservation, habitat restoration, water quality and quantity, youth education, and advocacy. Our office is located in the Clear Lake area of Houston, approximately 25 minutes south of downtown. To learn more about the Galveston Bay Foundation, please visit www.galvbay.org or find us on social media.

Position title:	Conservation Programs Intern
Reports to:	Volunteer Programs Coordinator and Habitat Restoration Coordinator
Location:	Clear Lake area, TX (main office location), with field work day locations varying around Galveston Bay
Date of employment:	June 5 - July 28, 2017 (Dates may be subject to slight change)
Hours:	35 hours/week; may include some weekends
Pay rate:	\$2,500 over an 8 week/35 hours per week period. The \$2,500 is subject to FICA and income tax withholding. Housing not provided.

Summary: The Galveston Bay Foundation (GBF) is looking for a motivated individual to assist with and gain valuable experience in coastal conservation and bay preservation in a highly hands-on setting. The Conservation Program intern's time will be spent working with the GBF Conservation Team, assisting with planning, researching, and executing a variety of oyster restoration and oyster conservation programs. Our oyster projects include the Oyster Shell Recycling Program, Oyster Gardening Program, and volunteer-driven Oyster Restoration Workdays (oyster reef construction). The work led by the Conservation Program intern will aid in boosting the health of Galveston Bay as we make positive, visible impacts in the bay system by engaging the community in hands-on restoration activities to illustrate the influential connections between humans and the Bay. The intern will lead a volunteer group in the construction of a 175-square foot oyster bar (section of reef). The new oyster bar will attract new oyster spat (baby oysters) that will grow on the bar over time and eventually filter the water to help reduce harmful bacteria in the Bay. The intern will also research a variety of Oyster Gardening techniques, and will present their research findings to fellow GBF staff and partners near the end of their internship. Other projects may include general conservation property management and maintenance, restoration site visits, and field research tasks with GBF staff and partners.

Qualifications:

The candidate must be currently enrolled as a full-time undergraduate student who will be returning to college as a sophomore, junior or senior for the 2017 fall semester. The ideal candidate should have excellent communication skills, both verbal and written; strong interpersonal skills; and the ability to work with a variety of partners, staff and community volunteers. Comfort working in a variety of outdoor conditions is key. Family members of Galveston Bay Foundation staff and board, family members of Shell employees, and family members of Volunteer Houston employees are not eligible to be hired.

Special Requirements:

Must have a valid driver's license and be able to provide his or her own transportation to our main office in the Clear Lake area, with potential to travel to locations around Galveston Bay (all qualified travel will be reimbursed at the 2017 IRS rates); must pass a background check; must be competent with Microsoft Office products, including basic data entry in Excel; must be able to tolerate outdoor conditions in the Houston-Galveston climate; must be able to lift at least 50 pounds.

To apply, please send resume, cover letter, and a 3-page writing sample (such as a recent essay, research paper, etc.) to Emily Ford at eford@galvbay.org. Application deadline is Friday, March 31st of 2017!