

**National Audubon Society  
Seasonal Position Description**

JD Version Date (last revision date):	7/30/2025
TITLE:	Education Intern
GL Code (Confirm with Finance)	1-114-4200-30-COMOTH
REPORTS TO (Title Only):	Education Manager
FLSA STATUS:	Non-Exempt
UNION AFFILIATION:	Non-union
JOB FAMILY/SUB-FAMILY:	Network / Education
LEVEL:	n/a
LOCATION:	Green Mountain Audubon Center/ Audubon Vermont
WD JOB PROFILE (P&C ONLY):	

**Position Summary:** For those interested in environmental education, Audubon Vermont provides college students and recent graduates with a paid internship. At Audubon Vermont we believe Nature can be one of the best teachers and find the balance between being a “teacher out front” and a “guide on the side”. We are looking for an intern who is interested in learning and practicing their skills as an educator in a supportive environment at our Afterschool and Field Trip programs.

- Length of Internship: Fall Semester 2025 September 2- December 15, 2025
- Location: This role is on-site at Audubon Vermont, Huntington, Vermont
- Hours: 15 hours/week
- Compensation: \$19

**Intern Responsibilities and Learning Objectives:**

During the internship, you will work with the education staff on the following programs:

- Audubon Afterschool: Audubon Vermont is partnering with Mr. G’s After School Enrichment Program to offer programming to the MMUU school district Monday-Thursday. The intern will teach and get to know 60 students as they develop their skills as an outdoor educator.
- Field trips: We offer education programs throughout the year to schools, other camps, and community organizations to provide outdoor education to their students and members of all ages.
- Camps: Audubon Vermont hosts up to 12 days of vacation-break camps during the school year. Campers explore, investigate, and discover in our forests, ponds, rivers, wetlands, and fields.

Interns will work with staff to:

- Help facilitate Audubon Afterschool as a co-teacher with local elementary students from set up before participants arrive through clean-up and debrief. Be available for our full program season from September 2<sup>th</sup>-December 12<sup>th</sup>.

- On Fridays, co-lead field trips at the Audubon Center.
- Contribute to planning and curriculum development of each program.
- We expect interns to actively engage with students by sitting in the dirt and playing in the snow. We are outdoors for 90% of the day, every day, in all weather conditions.
- Be a pleasant, reliable, caring adult in the life of children in our care, as well as to their caregivers. We also expect our intern to speak comfortably, but professionally, with adults about the program.
- Contribute at least 1 article to our website.

**Internship Benefits:**

Interns will gain experience and knowledge in the following:

- Over 140 hours of direct teaching experience with elementary-aged children.
- Designing age-appropriate lesson plans and teaching materials that align with Audubon's values and priorities.
- On the job learning about natural history.
- Mentorship from our team of passionate educators.
- Current students may earn academic credit for their time, in addition to pay, upon discussion with the education manager and your school.

**Intern Schedule:**

- Monday, Tuesday, Thursday from 2-5:30;
- Wednesday 1-4:30;
- and Fridays 8-12 (flexible, depending on field trip schedule).

**Projected Start Date/End Date:**

September 2- December 15, 2025

**Qualifications and Experience:**

- Course work that focuses on conservation, environmental education, biology, natural history, or a major in education with an interest in alternative forms of education.
- Proven interest in working with children, demonstrated through coursework, volunteering, babysitting, or formal work experience.
- Passion for nature and the outdoors.
- Desire to teach nature-based programming in an outdoor setting, in all weather.
- Interest in connecting people to nature and developing your own natural history, conservation, and nature mentoring skills.
- Current student or recent graduate.

- Pediatric and adult CPR certification preferred.
- Commitment to Audubon’s organizational values of care, collaboration, change, integrity, impact, and innovation.

**EEO Statement**

We are an equal opportunity employer and do not discriminate based on race, color, religion, sex, national origin, age, disability, veteran status, or any other protected characteristic outlined by federal, state, or local laws. We are committed to providing an inclusive and accessible hiring process for all candidates.

**Employee Acknowledgement**

I have received and understand the requirements, essential functions, and duties of this position.

Employee\_\_\_\_\_ Date\_\_\_\_\_