



2023 PENDLETON STEWARDSHIP INTERNSHIP

Position Description

Introduction: Coastal Mountains Land Trust is seeking an enthusiastic and passionate individual to be the 2023 Pendleton Stewardship Intern to assist our land stewardship program in Waldo County, Maine. Coastal Mountains Land Trust is a non-profit land conservation organization with the mission of permanently conserve land for the benefit of the natural and human communities of the western Penobscot Bay region. Since 1986, we have conserved more than 13,000 acres of land with 38 Preserves and 68 conservation easements. We maintain over 50 miles of trail on our Preserves for public use.

General Description: The Pendleton Stewardship Internship is an 8-week position focused on maintaining and improving Land Trust preserves, trails, and conservation easements in Waldo County. Much of the work will occur outdoors, though the position also includes office tasks. The position will involve physical labor requiring walking in remote environments and/or using hand and power tools. The intern will gain hands-on experience in conservation management, trail maintenance, land stewardship, and volunteer engagement, and will develop a working knowledge of how land trust organization's function.

Supervision: This position is supervised by the Stewardship and Land Protection Manager for Waldo County.

The Pendleton Intern will focus on the following activities:

- 1) Building and improving trails by mowing, pruning, clearing, and repairing trail infrastructure.
- 2) Manage preserves by maintaining boundaries, removing invasive exotic species, and improving habitat.
- 3) Assist with the Land Trust's volunteer program by participating and leading volunteers in work events.
- 4) Help design and implement trail improvement projects, such as adding trail signage, improving trailheads, building bridges, adding stairs, repairing trail tread, and rerouting areas of trail.
- 5) Support the Land Trust's community engagement program by staffing a small number of community events and by writing and photographing contributions to the Land Trust's eNews and social media.
- 6) Develop inventories of resources and threats on Land Trust properties using GPS and GIS (Geographic Information Systems) technologies, and plan for future management of Preserves.
- 7) Independent project: The intern and their supervisor may develop an independent project that suits the Land Trust's needs as well as the intern's interests and skills. 25-60 hours total.
- 8) Other responsibilities: there may be other job responsibilities assigned that are related to other aspects of the organization's programs.

Required Qualifications

- Possess a pleasant, collaborative, and curious personality. Must be able to work with volunteer, partners, staff, and trail users and lead others after sufficient training
- Ability to work independently and willing to learn new skills
- Strong verbal and written communication skills
- Physically able and willing to work outside for up to 8 hours, and in areas with ticks, browntail moth caterpillars, black flies, and poison ivy, and mitigate associated risk
- Valid driver's license and use of personal vehicle with proof of insurance, the position involves significant driving and transportation of tools for stewardship (mileage will be reimbursed)
- Experience with basic computer systems, Microsoft suite, email, Google Drive, and social media

Preferred Qualifications:

- Preference will be given to student applicants from, or with a connection to, Waldo County, who are interested in conservation, land management, and/or environmental science. High school, college, vocational school, and alternative learning students, or recent graduates are all encouraged to apply.
- Familiarity with use of power tools, such as lawnmowers, weed whackers, screwdrivers, and saws, and the ability to use them safely and effectively.

Position Specifics:

- Location: Position to be based out of CMLT Camden office, but is focused on fieldwork in Belfast and other Waldo County towns. 50-75% of time will be spent in the field.
- Timeframe: Up to 320 hours / 8 weeks, 35-40 hours a week, with flexible starting and ending dates between June 1 and August 31st.
- Compensation: \$15 / hour. Work-related travel reimbursed monthly at 62.5 cents/mile or current IRS rate.

Pendleton Internship - About Skip and Jo Pendleton

The internship was established to honor the memory of Skip and Jo Pendleton, who spent a lifetime building and maintaining trails in the Belfast area to help people enjoy the outdoors. Skip served on the Land Trust's Board of Directors for many years and helped to build the Little River Trail, the Hills to Sea Trail, and many trails on Land Trust Preserves. The internship seeks to continue the Pendleton's legacy of trail work. The internship is an annual position geared towards for Waldo County students/residents who are interested in environmental science, conservation, and / or land management.

To Apply

Please email Jack Shaida (jacks@coastalmountains.org), with the subject line "**Pendleton Internship Application**", a resume, two or three references, and one-page cover letter explaining your interest in this position as a single PDF. Position is open until filled. Suggested deadline is **March 10th, 2023**. Open until filled.