



2024 PENDLETON (BELFAST AREA) STEWARDSHIP INTERN Position Description

Introduction: Coastal Mountains Land Trust is seeking an enthusiastic and passionate individual to be the 2024 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 to 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 39 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 a paid, 320-hour (8 week to 10 week) position focused on maintaining and improving Land Trust preserves, trails, and conservation easements in Waldo County. Much of the work will be done outdoors, with some office work. 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, a full-time staff member of the Land Trust.

The Pendleton Intern will focus on the following activities:

- 1) Building and improving trails by mowing, pruning, clearing, and repairing trail infrastructure. Collaboration with volunteers is key to carrying out trail projects.
- 2) Manage preserves by maintaining boundaries, removing invasive exotic species, and improving habitat.
- 3) Independent project: The intern and their supervisor will develop an independent research or improvement project on a Land Trust property that fulfills Land Trust goals and meets the intern's interests and skills. 25-60 hours total.
- 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) 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.
- 6) 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.
- 7) 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 volunteer with others, including volunteers, other staff, Land Trust board members, members of the public, and lead others after sufficient training.
- Ability to work independently, outdoors and in the office, and willingness 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:

- Students or recent graduates. High school, college, vocational school, and alternative learning students, or recent graduates are all encouraged to apply.
- Applicants from, or with a connection to, Waldo County, who are interested in conservation, land management, and/or environmental science.
- 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 working outdoors.
- Timeframe: Up to 320 hours. 30-40 hours per week for 8 to 10 weeks. Four or five days a week for 8 hours/day. Flexible starting and ending dates between June 1 and August 31st.
- Compensation: \$16/ Hour. Work-related travel reimbursed monthly at 67 cents/mile or current IRS rate.

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 8th**. Open until filled.

About the Pendleton Internship

The internship was established in 2019 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 Pendletons' legacy of trail works. Pendleton Interns focus on improving Belfast area trails, leaving a lasting benefit for the local community.