

TITLE: Birding Intern

UPDATED: October 2007

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SALARY RANGE: \$8.25/hour

STATUS: Non-Exempt, full-time

DURATION: May 15 through Sept. 15 (flexible for students)

ORGANIZATION: Mono Lake Committee

LOCATION: Lee Vining, CA

SUPERVISED BY: Education Director

The Birding Intern position is similar to the Mono Lake Committee Intern positions, but has a special emphasis on leading interpretive bird walks, researching bird and birding issues, and assisting with the Mono Basin Bird Chautauqua. The Birding Intern works closely with five other Interns who assist with Mono Lake Committee interpretive education programs, staff the busy Information Center & Bookstore, and work in the Mono Lake Committee office to help carry out smooth and effective work in the areas of education, communication, policy, membership and overall operations. The Birding Intern's duties are roughly divided between 35% time in the field leading programs, 35% staffing the Information Center & Bookstore, and 30% working in the office. Some work time may include assisting with bird research in the Mono Basin. Subscribing Mono Lake Committee memberships and renewals is an important part of staffing the Information Center & Bookstore. This position is ideal for those wanting to further their interpretive and communication skills and gain experience in environmental, non-profit work.

PRIMARY RESPONSIBILITIES:

Lead weekly morning bird walks along the northwest shore of Mono Lake.

Provide interpretive and environmental education programs at Mono Lake including guiding interpretive canoe tours on Mono Lake.

Staff the Information Center & Bookstore counter, providing information and answering questions for visitors, and subscribing members for the Mono Lake Committee. Duties on the front counter also include handling retail sales, stocking shelves, and keeping up store appearance.

Answer phones, fulfill information requests via phone, mail and email, process new Mono Lake Committee memberships, and other office tasks as needed to support successful office operations.

Coordinate with a local network of organizations and individuals interested in birds and birding.

Assist with the coordination and implementation of California gull research on Mono Lake in late May, early July, and mid-August.

Research and develop materials and programs designed to promote birding as recreation in the Mono Basin.

Assist with the Mono Lake Fall Shorebird Count, and the annual Mono Basin Bird Chautauqua.

Other duties as assigned based on skills, interest, initiative and organization needs.

QUALIFICATIONS:

Basic knowledge of birds and field identification through experience and/or education.

Strong communications skills—both written and verbal.

Strong work ethic, positive attitude, and team player approach.

Desire to learn more about how a successful non-profit operates.

Ability to be flexible under a changing schedule.

Desire to interpret natural history and environmental water issues for the public.

Desire to understand and solve environmental problems from a solution-oriented perspective.

An ability to quickly understand complicated natural history and California water issues.

A car is required for work related travel (mileage is reimbursed), and a good driving record is required. Final hiring is contingent on approval of driving record.

GENERAL INFORMATION:

The Mono Lake Committee is a 15,000 member non-profit citizen's group dedicated to: the permanent protection and restoration of the Mono Basin ecosystem; educating the public about Mono Lake and the impacts on the environment of excessive water use; and promoting cooperative solutions that meet real water needs without transferring environmental problems to other areas.

The local area is comprised of sagebrush steppe, piñon-juniper, and Jeffrey pine forest communities, 46,000 acres of Mono Lake, numerous 12,000+ ft. Sierra peaks, and plug-dome volcanoes. The Mono Lake Committee Information Center & Bookstore is in the town of Lee Vining (pop. 400, elev. 6780'), on the eastern edge of Yosemite National Park overlooking Mono Lake. The town is located adjacent to the Mono Basin National Forest Scenic Area, and the Ansel Adams and Hoover Wilderness areas. Lee Vining is situated along Hwy 395, 27 miles north of Mammoth Lakes, California and 110 miles south of Carson City, Nevada.

The Birding Intern position is temporary, lasting from 3 to 6 months. The Birding Intern works 40 hours per week with 2 consecutive days off. Housing is available through the Committee at \$175/month (sorry, no pets). The Birding Intern also receives a discount on merchandise from the Information Center & Bookstore, and gets the great benefit of working for a successful environmental non-profit. Field orientation and training is provided along with First Aid and CPR certification for those that don't have it.

APPLICATION PROCESS: We will accept cover letters and resumes until the position is filled for the 2008 season.

For more information and/or to submit cover letter and resume: Please contact Bartshe Miller, bartshe@monolake.org, at the Mono Lake Committee, P.O. Box 29, Lee Vining, CA 93541, (760) 647-6595 or visit www.monolake.org.