

TITLE: Mono Lake Birding Intern
SALARY: \$11.00/hour
STATUS: Non-Exempt, full-time
DURATION: May 15 through September 15 (somewhat flexible for students)
ORGANIZATION: Mono Lake Committee
LOCATION: Lee Vining, California
SUPERVISED BY: Education Director



The Birding Intern position is similar to the Mono Lake Committee Intern position, but has a special emphasis on leading interpretive bird walks, researching birds and birding issues, assisting with ongoing research projects, 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. Subscribing Mono Lake Committee members and renewals is an important part of staffing the Information Center & Bookstore. This position is ideal for bird enthusiasts 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 environmental education programs at Mono Lake including guided canoe tours on Mono Lake and walking tours of the South Tufa area.
- Staff the Information Center & Bookstore counter, provide information, answer questions for visitors, and sign up interested visitors to be members of 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 and assist with office and field tasks needed to support operations and mission.
- Coordinate with a local network of organizations and individuals interested in birds and birding.
- Assist with Eared Grebe research on Mono Lake in September and October if job schedule allows.
- Research and develop materials and programs designed to promote birding-related recreation in the Mono Basin.
- Assist with 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 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.
- The 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.

BENEFITS:

- Employee discount on merchandise in the Information Center & Bookstore.
- Mileage is paid for all job-related travel.
- Shared housing may be available in Lee Vining.
- Working at Mono Lake!

GENERAL INFORMATION:

The Mono Lake Committee is a 16,000 member non-profit citizens' 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 plant communities, 46,000 acres of Mono Lake, numerous 12,000+ foot Sierra peaks, and plug-dome volcanoes. The Mono Lake Committee Information Center & Bookstore is in the town of Lee Vining (pop. 400, elev. 6,780'), 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 Highway 395, 27 miles north of Mammoth Lakes, California and 110 miles south of Carson City, Nevada.

The Birding Intern position is temporary, lasting from 4–6 months. The Birding Intern works 40 hours per week with two consecutive days off. Housing is available through the Committee at \$250/month (sorry, no pets). Field orientation and training is provided along with First Aid and CPR certification for those who don't have it.

APPLICATION PROCESS:

Applications will be accepted starting January 1, 2018. To apply, send a cover letter and resume via email to Bartshé Miller, Education Director (bartshe@monolake.org). Applications will be accepted until all positions are filled. For more information visit www.monolake.org/mlc/jobs.