

TITLE: 2024 Education Intern

PAY: \$17.00–\$18.00/hour, based on experience

STATUS: Non-exempt, full time

DURATION: May–October

ORGANIZATION: Mono Lake Committee

LOCATION: Lee Vining, California

SUPERVISED BY: Education Director



Description:

The Mono Lake Committee is a 16,000-member non-profit citizens' group dedicated to the 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 Education Intern supports the Committee's non-profit, mission-focused work with a focus on education programs. Duties typically include:

- assisting with Mono Basin Outdoor Education Center programs (~40%)
- staffing the Information Center & Bookstore and Mono Lake Committee office (~30%)
- leading interpretive education programs (~30%)

Since 1995, the Mono Lake Committee has operated the Mono Basin Outdoor Education Center (OEC), with programs that connect youth from Los Angeles to the Mono Basin—the northernmost extent of the Los Angeles Aqueduct and a source of Los Angeles' water. OEC programs combine watershed education, experiential education, muscle-powered recreation, and stewardship projects to build understanding and appreciation for Mono Lake and its connection to the Los Angeles watershed.

In this role you will:

- Support OEC operations including:
 - Leading education programs, hikes, team-building activities, and canoe tours. Hikes may include challenging trails and terrain around Mono Lake or in the high country of the surrounding Mono/Yosemite region
 - Assisting in guiding and supervising students (along with adult chaperones provided by the groups) during each five-day program
 - Assist with OEC site set-up, clean up, kitchen help, and site maintenance
- Staff the Mono Lake Committee Information Center & Bookstore and office, including:
 - communicating the Mono Lake Committee's mission and promoting Mono Lake Committee memberships
 - completing retail sales using our point-of-sale cash and credit card register system
 - providing visitors with detailed and accurate information about the region, Mono Lake ecology, and the current status of Mono Lake protection and restoration
 - ensuring the store is neat and well stocked at all times and sanitizing the store, restroom, and outdoor picnic and reception areas.
 - Other duties include assisting with program reservations, answering phones, fulfilling information requests via phone, mail, and email, assisting with Mono Lake Committee membership projects and recruitment, event planning, social media, writing assignments, and other office and field tasks needed to support operations and mission.
- Education program support, including:
 - leading environmental education programs for school groups
 - assisting with program reservations
 - interpretive program development and preparation
 - fulfilling information requests.

Qualifications:

- Strong leadership and communication skills, and the desire to teach natural history and environmental water issues.
- Desire to understand environmental problems from a solution-oriented perspective.
- Experience working with and/or teaching young people in an outdoor setting.
- Excellent customer service and money handling skills.
- Strong communications skills, both written and verbal.
- Ability to regularly work opening and closing shifts in the Information Center & Bookstore; these shifts may start at 7:30am or end at 8:30pm.
- Ability to lead weekend canoe tours, which begin at 6:30am.
- Desire to interpret natural history and environmental water issues for the public.
- Commitment to following the Committee's COVID-19 protocols, which includes being vaccinated.
- Flexibility under a changing schedule.
- A personal vehicle, valid driver's license, and good driving record are required (contact us with any questions).
- Must pass a background check to confirm you do not have any criminal violations relevant to working with youth.
- Ability to speak Spanish and a WFR certification is a plus, and canoe-paddling experience is helpful.

Benefits:

- Comprehensive training on Mono Basin ecology, California water policy, environmental interpretation, retail operations, canoe safety, and more.
- First Aid and CPR certification training.
- Paid time off for observed holidays that occur during time of employment.
- Mileage is paid for all job-related travel from place of work in personal vehicle.
- Employee discount on merchandise in the Information Center & Bookstore.

Additional information:

The Education Intern Position is temporary, lasting from five to six months. The Education Intern works 40 hours per week with two consecutive days off.

Shared housing may be available through the Committee at \$300/month (sorry, no pets).

We provide comprehensive training to develop a thorough understanding of the Mono Basin and the Mono Lake Committee in order to be able to fulfill job duties.

The OEC program is run out of a single-family home, called Cain Ranch, located five miles south of Lee Vining. This is where students camp, cook, and learn. While the building itself is modest, it serves as a functional and convenient launchpad for the main focus of the program—a unique watershed education experience.

The surrounding Eastern Sierra region is the outdoor classroom. Mono Lake and its surrounding 700 square miles of Sierra Nevada and western Great Basin provide endless opportunities for learning, rewarding experiences, and stewardship activities. The program operates in partnership with the Los Angeles Department of Water & Power, and under a priority special-use permit with the Inyo National Forest.

The Mono Basin is composed of sagebrush steppe, pinyon-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 (population 400, elevation 6,780'), on the eastern edge of Yosemite National Park near 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, 30 miles north of Mammoth Lakes, California and 110 miles south of Carson City, Nevada.

Application process:

If you meet more than 75% of the qualifications of this description, we support your application.

The Mono Lake Committee values a diverse, inclusive, and equitable workplace where all employees and volunteers feel respected and appreciated. We are committed to a nondiscriminatory approach and provide equal opportunity for employment and advancement in all of our departments.

Applications will be accepted starting January 1, 2024. To apply, send a cover letter and resume via email to Ryan Garrett, Education Director, at ryan@monolake.org. Applications will be accepted until all positions are filled. For more information, contact Ryan at (760) 647-6386 x113 or go to monolake.org/jobs.