



FACILITIES MANAGEMENT

THE UNIVERSITY OF MARYLAND
ARBORETUM AND BOTANICAL GARDEN

Internship Title: Educational Programming Intern

About Us: The entire College Park campus is a convenient and accessible arboretum, a collection of trees and plants maintained for scientific and educational study and public enjoyment. There are many lovely gardens in our 1250 acre campus which require care and maintenance. Our goals are:

- To display our campus landscape, forestry, plants, and natural heritage
- To educate our community and visitors about our campus's natural environment
- To model the University of Maryland's vision of a green university

Intern Duties: Intern will assist with education at the Arboretum, including:

- Designing, preparing and presenting education programs to visiting groups of students and teachers,
- Conducting topical guided tours to visiting groups,
- Program evaluation and modification to fit the needs of various groups,
- Supporting volunteer project days, such as gathering tools, and transporting plants or mulch,
- Tabling at outreach events, such as the Terps Take Care Fair,
- Posting educational content on Facebook, Instagram, and our website

Learning Objectives: The Educational Programming intern will have the opportunity to instruct and to practice hands-on teaching, inquiry and onsite interpretation strategies. The intern will also have the opportunity to observe horticulturists interacting with volunteers and tour. The campus is a large and diverse environment with many different stakeholders, from students to professors to visitors to staff. The intern will learn skills in public speaking, creativity, customer service, performance reporting, multi-tasking, trouble-shooting/problem-solving, adapting to different situations, researching, coordination at events.

Qualifications:

- Students enrolled in Early Childhood, Elementary Education or Middle School education preferred, but not required
- Ability to commit to a consistent schedule throughout the semester
- Ability to follow directions and lead others in following directions
- Ability to work quickly with attention to detail both independently and with a team

Physical Demands: Must be free from debilitating pollen allergies and the like; stand and walk continuously; lift, stoop, and bend for extended periods; wear and work with personal protective equipment (gloves, goggles, etc.)

Time Commitment: Part Time, 10-20 hours per week, typically mornings with occasional afternoons

Schedule: Tuesday - Saturday, timing flexible

Supervisors: Meg Smolinski, Volunteer & Outreach Coordinator

Compensation: Unpaid, but course credit may be available

Location: Arboretum Outreach Center, Building 156, 3931 Stadium Drive

To Apply: Send a cover letter, which includes your availability, and resume to arboretum@umd.edu with the title "Educational Programming Internship Application" in the subject line