



**Position Title:** Program Intern

**Accountability:** The Program Intern will report to the Program Director

**Responsibility:** The Program Intern will support Catawba Riverkeeper's programs, which include the adult education, summer kayaking, community engagement activities, and the inaugural 2020 summer camps.

Applicant must be comfortable outdoors and kayaking, also must be comfortable speaking in front of and leading groups of people.

**Day-to-Day Duties:**

- Become familiar with offered programs, educational and beyond
- Communicate with students, teachers, and community members to help book programs
- Help plan booked field trips
- Take stock of program materials and replenish when needed
- Assist with pick-up and drop-off most days for summer camp
- Research ideas for community engagement programs
- Execute kayaking trips on the Catawba River offered to adults and students

**Qualifications:**

- Must be a team player willing to step into a variety of roles within the organization.
- Must have experience public speaking and/or teaching
- Must be able to perform duties in a flexible environment and work occasional nights and weekends
- Must be able to work outdoors
- Must have CPR/AED certification or be able to attain
- Must be able to lift at least 35 pounds
- Must maintain a valid driver's license at all times
- Preferred, but not required, coursework or experience in environmental science/conservation, biology, education or similar field

**Schedule:**

The Program Intern will be expected to work 18 hours a week.

**Compensation:**

The Program Intern will be given a \$1,000 stipend to be distributed in once/month payments.

**How to Apply:** Submit a cover letter and resume to [crf@catawbariverkeeper.org](mailto:crf@catawbariverkeeper.org).