POSITION DESCRIPTION

Position Title: Project WILD Intern

Position Location: Washington, DC

Reports To: Director of Professional Development and Conservation Education

Job Type: 24 hours/week

Salary: Approximately $1,460/month

The Association: The Association of Fish and Wildlife Agencies (AFWA), founded in 1902, represents North America’s fish and wildlife agencies. It promotes sound management and conservation, and speaks with a collective voice on important fish and wildlife issues. The Association is a nonprofit, 501(c)(6) trade association. See www.fishwildlife.org for more information.

Position Summary: The Project WILD Intern, under the direct supervision of the Director of Professional Development and Conservation Education, is responsible for assisting in the daily operation and decision-making of a national non-profit organization and a leading international environmental education program. Duties include assisting AFWA’s Project WILD staff in providing professional development to educators; helping update Project WILD curriculum guides; assisting with the organization of online materials and resources provided by the Project WILD program; participating in staff meetings; and potentially completing research and/or writing projects relating to education, learning, wildlife, the environment, climate change education, diversity, equity, and inclusion (DEI), educational/remote learning technology, and nature-oriented children’s literature. Some travel required.

How to Apply: Send an email with a cover letter and resume to projectwild@fishwildlife.org – use “Internship” as the subject line. Applications are due by April 22, 2022.

Duration: May-August (flexible)

Duties:

- Assist with annual routine updates for reprinting Project WILD publications
- Assist with correlating the Next Generation Science Standards and/or Common Core State Standards to activity lessons in Project WILD publications
- Assist with tracking copyright violations of Project WILD materials
- Update database of Project WILD videos
- Create short videos for online courses and social media
- Assist with updating content for Project WILD web pages and web resources
• Assist in the production of the 2022 Project WILD Conference
• Assist with professional development provided by AFWA’s Project WILD staff to partners and educators
• Other duties as assigned

Qualifications

• Bachelor’s degree or pursuing a bachelor’s degree in education, or
• Bachelor’s degree or pursuing a bachelor’s degree in a related field, with experience working with youth and/or educators.
• Preference will be given to those that have completed a Project WILD training, but training can be provided.