



## Stone Living Lab

### SUMMER CLIMATE EDUCATION AND PROGRAM INTERN

This is an exciting opportunity to join a diverse team of talented individuals who work closely with public agencies, communities, and private & nonprofit partners. As a member of the Stone Living Lab Education and Engagement team, the Summer Climate Education and Program Intern will assist with public programs and education projects in and around Boston Harbor, including the Boston Harbor Islands National & State Park.

#### **Organization Overview**

The Stone Living Lab is an innovative and collaborative initiative for testing and scaling up nature-based approaches to climate adaptation, coastal resilience and ecological restoration in the high-energy environment of the Boston Harbor Islands National and State Park. A “Living Lab” brings research out of the lab and into the real world by creating a user-centered, open, innovative ecosystem that engages scientists and the community in collaborative design and exploration. The Stone Living Lab is a partnership of the Boston Harbor Now, UMass Boston School for the Environment, the City of Boston, the National Parks of Boston, the Massachusetts Department of Conservation and Recreation, the Executive Office of Energy and Environmental Affairs, and the James M. and Cathleen D. Stone Foundation that engages scientists and the community in research, education, and the promotion of equity.

The Intern will be employed through Boston Harbor Now, the non-profit partner of Stone Living Lab.

#### **About the Position**

This summer, the Stone Living Lab seeks a motivated and energetic intern to assist with public programming and education projects in and around Boston Harbor, including tabling events, community cruises, and youth programs! Reporting to the Lab’s Senior Manager for Education and Engagement, this intern will help facilitate a series of enriching public programs on a weekly basis. Many duties take place largely outdoors within the Park and around the mainland waterfront.

This position requires a flexible work schedule, including some evenings and weekend work.

#### **Responsibilities**

## *Position Description: Summer Climate Education and Program Intern*

- With the Senior Manager for Education and Engagement, working outdoors in and around Boston Harbor with a diverse audience of families and community groups, conducting work with professionalism and compassion for everyone encountered
- Leading family-friendly activities like science experiments or arts and crafts
- Working with the Communications Manager to promote program offerings through online calendars and social media
- Representing the Stone Living Lab professionally in interactions with vendors, partner staff, and the public
- Other duties in the office and in the field as needed such as:
  - Supporting programs with a focus on data collection and analysis
  - Supporting partners and providing customer service by connecting via email and phone
  - Researching new program ideas and vendors for 2024
  - Managing partner schedules and layouts, and assisting in administrative duties as needed

### **Qualifications and Experience**

We recognize that experience can be gained in various ways: lived, professional, volunteer, and more. We encourage you to apply and to consider what you can contribute to youth engagement programs. Black, Indigenous, people of color, people with disabilities, and people with non-dominant gender identities who may not believe they meet all the described qualifications are encouraged to consider what they can contribute to the Stone Living Lab and apply. We are looking for candidates who possess:

- Proficiency in Google Suite, including Gmail, Docs, Sheets, Drive, and Calendar, to manage appointments, document sharing, and digital collaboration
- Comfort and experience in facilitating public programming for all ages
- Problem solving skills and ability to present possible solutions to supervisor
- High school diploma or GED is preferred but not required. Other credentials, traditional and nontraditional, and experience considered and appreciated.

An ideal candidate:

- Has a strong work ethic, is good at taking direction, and is able to work with minimal supervision
- Has experience and/or interest in climate resilience, environmental science, event planning, creative placemaking, community activation, and/or the nonprofit sector a plus.
- Has a demonstrated interest in public parks and/or community programming and events
- Has experience working with families and the public, particularly in an event setting
- Is comfortable leading activities outside in a range of weather conditions
- Is willing to work outdoors in a range of weather conditions
- Is proficient or fluent in a second language
- Is a proactive problem solver
- Pays attention to detail
- Works well with a variety of stakeholders and partners
- Believes in the mission of the Stone Living Lab

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**Hours**

Full-time intern positions from June through August (13 weeks). The work schedule is typically Tuesday through Saturday (some Sundays) and will include 1 to 2 evening shifts (1pm – 9pm) a week.

**Benefits and Salary**

Hourly, non-exempt employee; \$17.50/hour working an average of 35 hours/week for 13 weeks (\$8,000 for 457 hours). Sick time and paid holidays (e.g. Fourth of July) included.

**How to Apply**

Please send your resume/CV and cover letter to [employment@bostonharbornow.org](mailto:employment@bostonharbornow.org) for consideration. Please use the Subject line “Summer Climate Education and Program Intern Application (your last name)” in your email.

**Applications close April 19, 2024.**

**Commitment to Diversity, Equity, and Inclusion**

Boston Harbor Now is an intentionally diverse workplace. We are intentional about hiring, developing, and retaining diverse people at all levels. We don't just accept differences - we celebrate them, we value them, we promote them, and we thrive on them for the benefit of our employees, volunteers, supporters, partners, and community. We recognize that people bring their personal histories to work and that we make better decisions when we include a wide range of experiences and opinions. Diversity refers not only to race and gender but also to an array of human differences including: culture, ethnicity, geography, socio-economic position, ability, sexual orientation, background, perspective, and more that exist in the community and are reflected in the workforce. We value using an equity lens to manage the organization and create spaces for conversations on equity and belonging, and ongoing staff and board engagement and empowerment to redesign policies, practices, services and programs. Boston Harbor Now strongly believes that diversity plays an essential role in our mission, fostering innovation and creativity, attracting the best candidates to our team, and enhancing our ability to serve.

We are an equal opportunity and affirmative action employer.