



BREWSTER CONSERVATION TRUST

36 Red Top Road Brewster, Massachusetts 02631
www.brewsterconservationtrust.org

STEWARDSHIP AND OUTREACH - SUMMER INTERNSHIP

BCT MISSION

The Brewster Conservation Trust (BCT) was established in 1983 as a non-profit charitable organization supported by memberships, donations, and grants. Our mission is to *preserve open space, natural resources, and the rural character of Brewster and to promote a conservation ethic*. BCT owns and has conservation restrictions on more than 200 parcels of land. To date, BCT has helped protect more than 1,600 acres of environmentally important land.

POSITION SUMMARY

Brewster Conservation Trust is seeking a Stewardship and Outreach Intern to join our team May - August. Working alongside BCT staff and volunteers, the intern will gain valuable professional experience in land conservation, event organization and working for a small non-profit organization. Under the supervision of the BCT's Communications and Development Coordinator, the intern will assist with planning, organizing and implementing outreach programs and BCT events. Under the supervision of the Land Stewardship Director, the intern will assist with both field-based and administrative activities designed to move BCT's mission forward.

- Approximate dates: 14 weeks, May 20 – August 21, 2024 (may be adjusted depending upon person's availability)
 - \$6,300 stipend (based on 315 hours)
 - Part time: Three (3) days per week (7.5 hours per day)
 - Occasional weekend requirements
 - Combination of office work (75%) and fieldwork (25%)
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RESPONSIBILITIES

Activities may include, but are not limited to:

- Assist with the organization and implementation of Brewster Conservation Day and activities during Brewster Conservation Week.
- Conduct site visits to properties to document current property conditions.
- Create property binders for land monitoring.
- Facilitate the selection and installation of StoryWalks.
- Help with the organization and implementation of BCT Annual Meeting.
- Support other events and programs as needed.
- Design story boards for display at Annual Meeting and other outreach events.
- Participate in trail maintenance and property management activities, as needed.

QUALIFICATIONS

- Strong interpersonal skills; flexibility; self-motivation, and organization
- Willingness to learn

- Ability to work independently and as part of a team
- Valid driver's license
- Knowledge of plant and invasive species identification preferred
- Experience with Microsoft Office programs (Word, Excel, PowerPoint, Outlook, Publisher, etc.), and Canva preferred.
- A college student, with enrollment in a bachelor's degree program in natural sciences, environmental studies, land conservation, or related field preferred
- Knowledge of and ability to use hand tools
- Experience in landscaping, horticulture, or conservation stewardship a plus

TO APPLY

Please email a single pdf with your **cover letter, resume, references and availability** to Katie Spengler, Land Stewardship Director, at katie@brewsterconservationtrust.org with the subject line **"LS and Outreach Internship"**

Application Deadline: March 14, 2025

Brewster Conservation Trust is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.