



San Francisco Botanical Garden, Golden Gate Park
Summer Internship for High School Students
From Acorn to Oak Children's Program

Junior Intern Job Description

Interns' primary responsibility is to assist senior interns with our "From Acorn to Oak" summer program. This program serves children enrolled in day camps and similar programs, providing them an opportunity to spend a day working, playing, and learning outdoors. "From Acorn to Oak" is centered around our Children's Garden, where children can plant, pick and eat a variety of garden crops.

Responsibilities

- *Assist with development, preparation and presentation of hands-on gardening, environmental education, and nature craft activities for children ages 5 – 12.
- *Assist with preparation of materials and supplies for daily activities, set up and clean up demonstration areas, clean and maintain tools.
- *Prepare and serve morning snack.
- *Purchase and submit expense report for fresh fruit bought for program snack.
- *Help maintain Children's Garden - water, weed, plant, etc.
- *Compost, Trash, Recycle- Collection, and disposal of program waste. Manage and explain worm/tumbler composting differences to groups of how to dispose of waste at lunch.
- *Other duties as required.

Qualifications

- * At least 15 years old as of May 14, 2017.
- * Previous experience working with children ages 5 - 12.
- * Ability to work with a diverse urban population.
- * Gardening or other outdoor experience helpful.
- * Completion of **3 hours** of garden volunteer service in the Children's Garden by attending our Green Team Work Days, as well as an **additional 3 hours** of volunteer service in our Bean Sprouts Family program in the Children's Garden (see dates below). Must have a signed parental consent form before beginning volunteer work. **Completion date: May 27th.**
- * Ability to obtain a signed workers permit before starting internship.

Work Schedule

June 5th – August 11th

Monday-Friday 20 hrs/week

Volunteer Dates

Green Team work days: Saturdays 10 –1

Bean Sprouts Program: Saturdays 12:30-4:30

Feb: 4, 11, 18, 25

Mar: 4, 11, 18, 25

Apr: 1, 8, 15, 22, 29

May: 6, 13,

Salary

\$13 per hour

Please send a letter describing your interest and qualifications and a letter of reference from a teacher, employer, or other adult who knows your work to:

Nichole Davis

San Francisco Botanical Garden Society

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