



San Francisco Botanical Garden at Strybing Arboretum
Golden Gate Park
Summer Internship for High School Students
Garden Explorers Program

Intern Job Description

Interns' primary responsibility is to assist in planning, preparing and conducting our "Garden Explorers" field trip program. This program serves children ages 5 to 12 who are participating in summer camps, child care centers, and recreation programs. Children will explore the Botanical Garden in small groups with a guide while observing and collecting. They then return to our outdoor classroom to create a special project to take home.

Responsibilities

- * Develop, prepare and present hands-on nature craft activities for children ages 5 – 12.
- * Organize the morning orientation with summer camps as well as maintain program records.
- * Prepare and purchase morning snack for kids as well as maintain records to stay on budget.
- * Assist with other children's programs as necessary

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 **2 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: June 3rd.
- * Ability to obtain a signed worker's permit before starting internship.

Work Schedule

June 13th – August 3rd
Tuesday-Thursday 9:30-1:30pm
Exact schedule to be determined at 10 hours a week.

Volunteer Dates

Bean Sprouts Program: Saturdays 12:30-4:30 **Apr:** 1, 8, 15, 22, 29 **May:** 6, 13, 20, 27 **June:** 3

Salary

\$13/hour

Please send a cover letter and résumé along with a letter of reference from a teacher, employer, or other adult who knows your work to:

Nichole Davis
San Francisco Botanical Garden Society
NDavis@sfbg.org
www.sfbg.org

Application due May 31st, 2017