



## **Stewardship Internship**

### **GPS/GIS Conservation Boundary Marking**

Supervisor: Stewardship Director, Jennifer Mackey

Location: Our office is located downtown at 412 North Commercial Street, Bellingham.

Stipend: Unpaid

Timeframe: Flexible; one position available at a time (two if schedules match)

Hours: Flexible and dependent on availability, 8-12 hours per week

Application: Please email cover letter and resume to [Jennifer@whatcomlandtrust.org](mailto:Jennifer@whatcomlandtrust.org).

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### **Position Summary**

Whatcom Land Trust is a non-profit organization and is an accredited land trust. The mission of the Whatcom Land Trust is to preserve and protect wildlife habitat, scenic, agricultural and open space lands in Whatcom County for future generations by securing interests in land and promoting land stewardship.

The Stewardship Internship – GPS/GIS Conservation Boundary Marking position implements stewardship work on Whatcom Land Trust conserved lands throughout Whatcom County under the supervision of the Stewardship Director. This internship will primarily involve using a map and GPS unit to navigate conservation lands, find and mark conservation boundary lines, and update GIS land management database as skills allow. This internship may also involve assisting with other stewardship staff and interns in land management and habitat restoration needs. Transportation to properties is provided from the office, and no personal vehicle is necessary. However, a Driver's License is required due to safety protocols requiring individuals to drive separately. The Stewardship Intern is also responsible for helping the organization build and maintain positive relationship with the public, volunteers, neighboring landowners, and partners throughout their work.

### **Position Responsibilities**

- Using survey records, physically and accurately mark conservation property corners and boundaries by installing t-posts and flagging.
- Obtain geographic coordinates of conservation property corners and boundaries using a GPS unit, followed by using GIS to update the land management database with findings.
- Assist with annual monitoring, taking photos of properties, report creation, and recordkeeping for land trust owned properties and some conservation easement properties.
- May assist with other stewardship tasks including habitat restoration, drafting stewardship plans, fence removal, gate installation, planting in fall/winter months, etc.

## **Qualifications**

- Basic map orientation, navigation skills and GPS operation, or the strong willingness and ability to learn.
- Basic introduction to GIS is preferred but not required; strong willingness and ability to learn.
- Ability to walk several miles over rough terrain in remote areas through various weather conditions, often involving traversing through dense vegetation, while carrying t-post(s) and a t-post pounder with one additional person.
- Ability to communicate effectively, both verbally and in writing.
- Attention to detail and ability to follow directions. Particularly important for using a map to determine boundary lines on the ground.
- Ability to safely install t-posts and work with another staff or intern in remote places.

## **Application Process**

Email single PDF of cover letter and resume to Jennifer Mackey, Whatcom Land Trust's Stewardship Director, at [Jennifer@whatcomlandtrust.org](mailto:Jennifer@whatcomlandtrust.org). The position is open until filled. Whatcom Land Trust is an equal opportunity employer that welcomes all applicants and does not discriminate in its hiring practices.