



## **Friends of Grand Rapids Parks**

### **Urban Forest Internship**

Summer 2021

The Urban Forest Intern offers key support to Friends' tree-focused team - both in the office and in the field! This student will gain experience in not only urban forest management, but also in the inner workings of nonprofits and responsible community engagement.

If you have an interest in dendrology, GIS, or urban forest management and want an internship that will have you hauling trees instead of getting coffees, this is for you!

#### **Responsibilities Will Include:**

- Assist Urban Forest team with site research, species selection, and maintenance of new trees
- Assist with supplies organization and day-of management of tree-related volunteer projects
- Inventory and analyze accurate tree inventory data for Friends' tree plantings
- Other duties as assigned

#### **Preferred Qualifications:**

- General knowledge, experience, and understanding of Arboriculture
- Proficient in Microsoft Office suite and Google platforms
- Minimum 1 semester of GIS coursework or demonstrated experience in ArcGIS
- Passion for working with people from diverse backgrounds
- Ability to work in fast-paced environment
- Ability to complete assignments independently *and* work well in a team environment
- Ability to lift up 50 lbs
- Spanish language skills
- Must be willing to work outdoors in all weather conditions

#### **The Benefits and Fun of Working at Friends:**

- Learn and grow in a diverse environment
- Make a positive impact in various areas of the community
- Learn standard non-profit operation procedures
- Network with and learn from partners in the environmental and non-profit fields
- Opportunity to become a certified Neighborhood Forester
- Meetings that are a walk in the park - literally!
- Coffee shop just down the hall
- Super fun place to work and a stocked snack stash

**Schedule and Compensation:**

- 10-15 hours/week, flexible weekday schedule
- Some weekends and evenings required
- \$500 stipend is available for internship

**To apply, please email your resume and a thoughtful cover letter outlining your skills, experience, and interest in the position to [claire@friendsofgrparks.org](mailto:claire@friendsofgrparks.org).**

Friends of Grand Rapids Parks is an independent, nonprofit enterprise that works closely alongside the City of Grand Rapids to empower people to cultivate vibrant parks, green spaces and trees in our community. It is our vision to support thriving parks and sustainable urban forest that actively support our community's economic, environmental, and cultural health.