



## Public Programs Semester Internship

### Purpose

This internship will provide experiential learning opportunities and practical work experience in the field of environmental education. The position is intended for an undergraduate student to explore career interest and develop skills and networking relationships while assisting with public programming for UGA Marine Extension and Georgia Sea Grant.

### Objectives

- Assist in implementation of year round public programs
- Utilize skills and knowledge gathered during undergraduate studies
- Work in an environment conducive to learning and professional growth

### Project Description

Marine Extension and Georgia Sea Grant is looking for a motivated and energetic individual who enjoys working with diverse groups of people and is interested in public marine education. The *Public Programs Internship* will be hosted at the UGA Marine Education Center and Aquarium near Savannah, Georgia, and can be accomplished in person or remotely.

This position is unpaid, but eligible for Experiential Learning Credit through participating universities. Experiential learning is the development of knowledge, skills, abilities, values, behaviors and attitudes through first-hand experiences outside of the traditional classroom. Many colleges and universities provide credit to students who participate in Experiential Learning activities. For UGA students, Experiential Learning credit is required for graduation. For more information about how to receive Experiential Learning Credits through your university, speak to your academic advisor.

### **In Person Internship**

The intern will assist with all aspects of public programming including teaching, program evaluation, developing educational materials, data entry and event coordination. Examples of public programs can be seen at <https://www.gacoast.uga.edu/events/>. Teaching days vary by time of year but typically fall on Tuesdays, Thursdays and Saturdays.

### **Remote Internship**

An intern working remotely will be expected to assist in the development and implementation of virtual learning activities. Other tasks include assisting with event promotion and planning. Depending on interest and skills other projects may be available.

### Location and Hours

- In person internship is based at UGA Marine Education Center and Aquarium on UGA's Skidaway Marine Science Campus, Skidaway Island (30 Ocean Science Circle)
- Remote intern would report to Kayla Clark, and would determine the best way to accomplish goals.
- Duration is one semester (fall or spring), 5 hours per week, Monday – Friday, 8 a.m. - 4:30 p.m. with some Saturday and evening hours as public programming requires. Supervisor and intern will determine a schedule that works best for both.

### Minimum Requirements

- Must be at least 18 years of age
- Must be currently enrolled in an institution of higher education
- Completion of internship application and background check
- United States citizen or possess a valid U.S. work visa

- Physical ability to work outdoors and lift objects up to 50 lbs
- Pre and post internship assessments, progress and summary reports, and exit interview
- End of term project that will be used by the aquarium beyond the term of the internship. Project will be designed in collaboration between supervisor and intern

#### Preferred Requirements

- Previous experience working with public groups including children
- Excellent written and verbal communication skills
- Experience using MS Office Suite (Excel, Word, PowerPoint), email and social media
- Ability to work independently and as part of a small team
- First Aid and CPR certification (in person internship only)
- Valid state driver's license (in person internship only)

#### Supervisor

Kayla Clark

Public Programs Coordinator

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