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[www.SoilDistrict.org](http://www.SoilDistrict.org)

### **INTERNSHIP and VOLUNTEER ANNOUNCEMENT - 2018**

#### **About the District:**

The Ocean County Soil Conservation District (OCSCD) is one of fifteen districts in New Jersey established under Chapter 24, Title 4 of the revised statutes of 1937. This legislation declared the policy of the Legislature through the State Soil Conservation Committee and local soil conservation districts, and provides for conservation of soil and water resources and the control and prevention of soil erosion in New Jersey. Local districts are responsible for conservation programs within their geographic areas as covered by the political boundaries of their respective counties. A Board of Supervisors, five local residents who are recommended by a local nominating committee and appointed by the State Soil Conservation Committee, administers each district. OCSCD was organized in 1952. In 1975, due to serious erosion and sedimentation problems arising from urban development, the New Jersey State Legislature enacted Chapter 251, P.L. 1975, the Soil Erosion and Sediment Control Act. This legislation mandated that a municipality cannot issue a construction permit unless the local soil conservation district has reviewed and certified a soil erosion and sediment control plan for that construction.

OCSCD's involvement in conservation has expanded over the years, keeping pace with the continuing development and growth of Ocean County. Its mission is now multi-faceted, including the enforcement of Chapter 251, education and public outreach programs, and the research and development of techniques to improve soil health and water quality.

#### **Internship/Volunteer Opportunities:**

OCSCD has numerous internship projects and opportunities. Valuable experiences are available in public outreach, education programs and presentations, technology, graphic design, clerical and office management, and more. Please see enclosed descriptions or contact the District for an updated list. If you have a specific idea for a project, and don't see it listed, please submit it to the District for consideration and review.

#### **Internship/Volunteer Requirements:**

All interns/volunteers will be selected based on their application, transcripts, advisor approval (for Internships), a professor/supervisor recommendation and an interview with OC Soil Conservation District staff.

- Complete an internship/volunteer application
- Obtain a recommendation or endorsement letter from a professor, advisor or supervisor
- Be organized, creative, and eager to work both in an office environment and in the field (depending on internship/volunteer project)
- Work well with others and be able to work independently
- Possess adequate computer skills for project responsibilities
- Days and hours are flexible and negotiable

Questions? Contact Becky Laboy, Education Outreach Specialist, at 609-971-7002 ext. 114 or via email at [education@soildistrict.org](mailto:education@soildistrict.org)

**OCEAN COUNTY SOIL CONSERVATION DISTRICT  
INTERNSHIP/VOLUNTEER PROJECTS**

**Project Choices & Descriptions:** Listed below are specific projects and activities for which the District is seeking assistance.

**Position Title:** Education and Outreach Assistant

**Project Descriptions:**

**1. Public Education and Outreach Internship/Volunteer Position**

OCSCD provides quality educational outreach programs to community groups including homeowners, teachers, students, scout groups, libraries, non-profit organizations, government organizations and interested groups. Educational programs include interactive components, outdoor garden tours, PowerPoint presentations and speaking engagements, in an effort to share the message about the importance of soil health and resource conservation. This position will provide you with education and outreach experience, offer public speaking and teaching opportunities, as well as grassroots organizing experience. You will learn the basics of communicating message and working in the local community, as well as basic public relations and media coordination. You will also learn about soil's connection to community ecosystems and the importance of soil functions and services.

**2. Community Education Internship/Volunteer Position**

OCSCD conducts public education and outreach partly through tabling at festivals and events. This internship/volunteer position involves developing themed outreach displays for use at various events utilizing existing educational resources and other sources for ideas. Creating and assembling the materials for conducting simple, hands-on demonstrations of soil and water concepts, natural resource conservation, water conservation, soil health stewardship, and other topics using existing references and activities. These initiatives are to inform and motivate the public and is an excellent opportunity to use your creative, artistic skills and gain first-hand experience in public education and outreach.

**3. Environmental Event Planning Assistant Internship/Volunteer Position**

OCSCD holds major events to educate the public about the importance of healthy soil, including an annual teacher training/professional development event in late April, with additional events anticipated for 2016. Attendance is expected to be upwards of 100 people or more. Intern/Volunteer will assist the Education Outreach Specialist in contacting the various partners/facilitators; developing the workshop choices and descriptions; creating the program and registration form; distributing and managing the registration information, and coordinating volunteers to help at events. This opportunity will provide experience in project and major event management, as well as human resource management.

**4. Educational Resources Organization & Teaching Kits**

OCSCD has an educational resources library which includes various print materials, classroom posters, curriculum, booklets, etc. General organization, inventory and cataloging of these materials is needed. This position also involves developing themed outreach & teaching kits for use at various events utilizing existing educational resources and other sources for ideas. Creating and assembling the materials for conducting simple, hands-on demonstrations and simple "make and take" craft –type projects teaching a variety of soil, water and natural resource concepts. All materials and supplies identified for assembly into teaching/instructional kits will be provided by the District. This is a perfect opportunity for the student seeking a career in early childhood or elementary education.

**5. Outdoor Classroom Inventory and Follow-Up**

OCSCD has a long history of funding and developing *Outdoor Classrooms* throughout the county. Approximately 35 such projects were completed over the past 20 years. This internship/volunteer position will require survey development; contacting schools; identifying sites that still have active and maintained *Outdoor Classrooms*; obtaining updated photos, curriculum integration and activities using the *Outdoor Classroom*, and other details as determined. This internship/volunteer position will involve incorporating all information, photos, etc. into an **interactive web page** about *Outdoor Classrooms* in Ocean County. It will entail research and data simulation, as well as excellent computer skills and abilities utilizing graphics, photographs and other media. This is a perfect opportunity for the student with computer and technology skills.