



Volunteer Internship Position:

Education Assistant

Qualifications:

Completion or current enrollment in college level courses related to: Education, Environmental Studies, Recreation, Child Development, Biology, Sustainability, Horticulture, or Landscaping.

Description:

Assist The Garden's community class programs for adults. Topics range from horticulture & gardening, sustainability, art workshops, and do-it-yourself. Our ideal candidate for Education Assistant is someone who can maintain a positive classroom environment, and enjoys learning about sustainability practices, landscape design, food growing and a myriad of specialty gardening topics.

The Water Conservation Garden is a nonprofit organization with the mission to inspire positive change in our living environment, and conservation of natural resources. Through a series of beautiful gardens, how-to displays, events, youth programs, public classes, and scenic tours, The Garden is both gathering place and education hub for the community.

Duties and Responsibilities

- Attend public classes.
- Oversee class attendance, classroom setup, greet instructors and assist as needed.
- Make class outlines and handouts.
- Submit attendee reviews and personal feedback to Education Manager.
- Assist the Education Department.

Important Personality Traits

- Professional attitude.
- Friendly and approachable.
- Strong communication and writing skills.
- Respect for diversity.
- Responsible and self-sufficient.

Details:

- This internship provides training and career development in a professional environment with the Education Department. The position is unpaid.
- Minimum (4 hours per week). Availability Saturday Mornings. Position can start immediately.
- To apply submit application to Education Specialist, Jillian Quint jillian@thegarden.org (619) 660-0614 x16. Please send a follow up email or phone call 2-3 days after submitting application.