



Job Opportunity Internship – Interpreter (Naturalist) I NEIGHBORHOOD HOUSE OF MILWAUKEE, INC.

Neighborhood House History:

Established in 1945, the mission of Neighborhood House of Milwaukee (NH) is to build a strong community by strengthening individuals, families, and the neighborhood. One of Milwaukee's oldest service agencies, we are celebrating our 70th anniversary this year. At NH, we believe a brighter future begins with a positive vision. Our programming opens doors for people and empowers them to improve their lives and realize their dreams. We serve over 3,000 children and families each year. Our International Learning Center, the largest refugee education effort in the State of Wisconsin, brings important refugee, citizenship and ESL services to more than 500 individuals and their families annually. Finally, our 93-acre nature center and preserve in the central Kettle Moraine of Dodge County is a key part of the strong environmental ethic that is part of our overall efforts.

Neighborhood House primarily serves a highly-impooverished central city neighborhood bounded by 35th Street on the west, 20th Street on the east, Cherry Street on the north, and Wisconsin Avenue on the south. Our services are based in our home on Richardson Place, but we also work from multiple locations in the region. More info is available at www.nh-milw.org.

JOB PURPOSE AND REPORTING STRUCTURE: Under the direction of the Health Initiatives Manager, the Interpreter I is responsible for providing a safe and nurturing educational experience for our summer camp participants (June 9 - August 21, 2015). Assist with the delivery of Neighborhood House of Milwaukee's Lead and Learn summer camp program at our Nature Center in Neosho, Wisconsin. The Interpreter I will work as a teammate with other Lead and Learn staff to deliver high quality educational programs for youth aged 5-14 years, through weekly summer camp programs and some community programming in collaboration with a variety of community partners. The Internship requires a final project that must be approved by Health Initiatives Manager and completed by last day. Duties may also require some Saturday's at our Garden Park assisting the Urban Agriculture Lead.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (In addition other duties may be assigned),

- Work in full cooperation with the Neighborhood House team, including other staff, interns, and volunteers
- Complete NH Training
- Participate in weekly staff meetings
- Develop and complete Intern projects
- Share in all logistics of program development and delivery, (preparation, clean up, paperwork, driving, land management, etc.)
- Communicate clearly and in a timely manner with supervisor, particularly related to safety
- Project a positive image through proper uniform, attitude and presentation both in the field and office;
- Collaborate with professionals from other agencies/organizations as needed



- Submit prepared lessons, activities, and supply lists to Program lead at least 2 weeks in advance of program, when needed

EDUCATION AND EXPERIENCE:

- Must be a college student, over 18 years old
- Proven interest in science/environmental education
- Must be creativity
- Must be able to work independently and with enthusiasm under various conditions
- Ability to travel on foot up to 2 miles on varied terrain
- Comfort and ability to work with various age groups
- Physically able to lift 50 lbs.
- Some experience in curriculum development and environmental education program delivery
- Passion for Neighborhood House of Milwaukee's mission
- Strong communications skills, open communicator
- Strong work ethic
- Prompt and regular attendance
- Current driver's license and safe driving record for the past 3 years
- Flexibility and willingness to accept new tasks
- Ability to work occasional evenings and weekends

PREFERRED QUALIFICATIONS:

- Working on a Bachelor's degree in Environmental Sciences, Education, Art Education preferred
- Experience working with children of various age groups
- Knowledge of Wisconsin ecology
- Valid First Aid/CPR Accreditation

HOURS AND SALARY: This a limited term employment position, with approximately 32 hours per week from June 9th – August 21st. The hourly wage range is \$9.00 - \$11.00.

APPLY: Please submit application, resume and cover letter, with **3 references (1 from a Teacher/Professor)** to shazelwood@nh-milw.org and nespy@nh-milw.org.