



INTERNSHIP OPPORTUNITY WITH Cathance River Education Alliance (CREA) at Highland Green SUMMER 2018

POSITION: Intern

LOCATION: Topsham, Maine, USA

DESCRIPTION OF THE HOST ORGANIZATION:

Highland Green is an active adult resort community and golf club located in Topsham, Maine. An anti-sprawl community featuring the 230-acre Cathance River Nature Preserve and an environmentally friendly golf course, Highland Green was designed to protect and preserve the area's natural resources. When fully developed Highland Green will feature 300 custom designed homes and approximately 300 condominium homes. Highland Green has accepted the Governor's Carbon Challenge to reduce carbon emissions and is currently incorporating additional "green" building practices into their home construction and will be undertaking a company-wide environmental sustainability initiative.

An integral part of the community is the Cathance River Education Alliance (CREA), an independent nonprofit formed as part of a compromise between developer John Wasileski and an environmental group, Topsham's Future. CREA's mission is to use the natural resources of the Cathance River Nature Preserve to promote ecological and historical awareness and nature based learning among students, educators, and the broader community; to foster the wise use of the Preserve; and to prepare future stewards of the Cathance River. To fulfill this mission, CREA leads educational programs that connect over 3,000 people a year with nature and operates the Cathance River Ecology Center, a "building that teaches" through its use of renewable energy and reclaimed building materials. Interns are placed with CREA and work closely with both staff and residents in the Highland Green community.

INTERN'S DUTIES & RESPONSIBILITIES:

CREA interns support the organization's programming with people of all ages. Interns assist and/or lead educational programs with school groups, summer camp children, and with adults. They help with the operation of the Cathance River Ecology Center, with projects on the Cathance River Preserve, and with general organizational tasks. They represent the organization at public events. Finally, interns also carry out an Independent Project.

Recent Independent Projects include:

- Helping to lead a STEM (Science Technology Engineering Math) camp with a local elementary school
- Producing a video about CREA programs
- Researching solar energy adoption in the Highland Green community and presenting findings to a community audience
- Developing educational materials on the field of ecological economics

Interns' duties and projects may not be as listed. These will depend on the needs of the host organization.

HOST ORGANIZATION REQUIREMENTS:

- Interns should have an interest and academic or practical experience in connecting people with nature, ecological/ experiential/ place-based/ sustainability education, or nonprofit organizations.
- Candidates should also possess the ability to work independently on multiple tasks
- Have good research skills
- Knowledge of PC and Apple computers
- Be physically fit and able to hike 2-4 miles over varied terrain without difficulty
- Enjoy working outside and in a simple, rustic working environment
- Be comfortable working with people across a wide range of ages, from young children through seniors
- Must be flexible, cooperative, dependable and on-time
- Must be clean, presentable, articulate and personable
- Have own transportation and clean driving record

The intern's duties and projects may not be as listed. These will depend on the needs of the host organization.

HOURS: Full-time, normally 35-40 hours per week. Monday to Friday

REMUNERATION: \$CAD 4000 for the 12 week internship.

HOW TO APPLY: Students must complete the online Arts Internship Application Form available on the AIO website www.mcgill.ca/arts-internships

Application Deadlines:

International internships: November 20, 2017. Canada & US internships: January 29, 2018

All internships will run for twelve weeks from May 14th to August 3rd, 2018.

ELIGIBILITY:

- McGill Faculty of Arts student completed 60 credits
- Minimum CGPA of 2.7
- Returning to McGill in the fall following the internship
- Students must fulfill Faculty of Arts requirements as outlined in the Handbook for Interns

COSTS: The intern is responsible for all costs associated with the internship including transportation, accommodations, etc.

TRAVEL ARRANGEMENTS: Preparing travel arrangements to and from the internship host community is the responsibility of the intern.

ACCOMMODATIONS: Finding suitable lodging during the internship is the responsibility of the intern.

Please Note:

Only short-listed candidates will be contacted. At that time, you may be asked to come in for an interview. The Arts Internship Office will then transmit the selected applications to the host organization, which will ultimately be responsible for the selection of the candidate(s).

If you feel you have experienced barriers which have had an impact on your academic performance and wish to highlight these to the selection committee, the documents/comments will be taken into consideration..

WORKSHOPS:

Successful candidates are required to attend the following sessions:

- Faculty of Arts Interns Meeting (All internships)
- Cross-Cultural Workshop (Internships outside of Canada, the U.S & Europe)
- Interns Responsibilities and Guidelines
- International Travel Pre-Departure Session (Internships outside of Canada, the U.S & Europe)
- International Internship Debriefing Session (Internships outside of Canada, the U.S & Europe)
- Success in a Professional Environment (Internships in an office setting)

HEALTH AND SAFETY:

All applicants should consult the Global Affairs Canada Travel Reports for the internship host country prior to applying for this internship. http://www.voyage.gc.ca/countries_pays/menu-eng.asp

Traveling, living and working abroad can involve certain risks to your health and safety that differ from your home country. These may include: crime, political/social instability, tropical diseases/infections, extreme weather conditions, poor infrastructure, etc.

The Arts Internship Office cannot guarantee the safety of any intern in their host country. It is up to the student to fully assess and prepare for any health or security risks that may be involved in pursuing this internship. Applicants are encouraged to discuss potential risks with their family prior to applying.

Applicants must ensure that they are physically and mentally capable of successfully completing an internship in the internship host country. The Arts Internship Office may request a doctor's attestation that an applicant is sufficiently healthy to complete an internship.

ENTRY REQUIREMENTS:

Interns are responsible for informing themselves of what entry requirements are required to visit and work as an intern in the internship host country. These may include a visa, work permit, passport valid for at least 6 months after entry, and proof of certain vaccinations.

The intern is responsible for acquiring all necessary documents in time for the beginning of their internship.