



### LCHIP Natural Resource Intern —2019

The New Hampshire Land and Community Heritage Investment Program (LCHIP) seeks an intern to assist in overseeing LCHIP's 180 conservation properties and evaluating natural resource grant proposals. The position will provide concrete experience in conservation land stewardship, including monitoring and inspection of conservation land, report-writing and documentation, and interpretation of legal documents, and will also provide experience quantifying and evaluating natural resource values for protection. The Intern will work under the supervision of the Natural Resource Specialist and will interact with conservation professionals across the state.

**Primary Duties & Responsibilities** The primary duty will be to conduct field inspections of 30-40 LCHIP properties across the state. The Intern will be expected to:

- Communicate and interact with landowners and conservation professionals
- Review project files and conduct on-the-ground inspections to assess compliance with LCHIP requirements
- Document results of file review and property inspections using maps and reports
- Enter information into LCHIP's access-based database

#### **Additional Duties & Responsibilities**

- Submit data to NH GRANIT, New Hampshire's Statewide Geographic Information System (GIS) clearinghouse
- Review grant proposals, create maps and other documents to support the evaluation of grant proposals
- Aid LCHIP staff with routine administrative tasks, as time allows.

**Requirements** The successful candidate will be currently enrolled in, or recently graduated from, an undergraduate or graduate program in a related field (natural resource management, forestry, conservation biology, etc.), have a demonstrated interest in land conservation and/or natural resource management, have knowledge of or demonstrate the ability to understand conservation easements and similar legal documents, be well-organized, able to work independently and efficiently, and demonstrate effective oral, written and interpersonal communication skills. Reliable transportation and the ability to hike rough terrain, navigate via map and compass, and be comfortable working alone or with landowners in the field in all weather conditions are required.

**Schedule** This is a temporary position with a flexible schedule to be agreed upon by the intern and LCHIP comprising no more than 37.5 hours a week up to a maximum of 450 total hours. Start and end dates are flexible, but are expected to fall between May and October 2019. Position will be based at LCHIP's office in Concord, NH but will include extensive travel around the state.

**Compensation** \$12—\$15/hr. depending on qualifications. Mileage will be reimbursed at the applicable federal rate. Housing is not provided.

**How to Apply** Submit a resume, cover letter and two academic or professional references to LCHIP Natural Resource Specialist Paula Bellemore at [PBellemore@lchip.org](mailto:PBellemore@lchip.org) by March 1, 2019. Please include "2019 Natural Resource Intern" in the email's subject line. No phone calls please.

*LCHIP is an equal opportunity employer and an independent state authority that makes matching grants to NH communities and non-profits to conserve and preserve New Hampshire's most important natural, cultural and historic resources.*