



Community Engagement Academic Intern

Golden Gate National Parks; Hybrid
Full-time, Summer 2025

Available only to students currently enrolled at COM, SFSU and CCSF

Organization Description:

Since 1981, the Golden Gate National Parks Conservancy (Parks Conservancy) has served as the nonprofit partner of the National Park Service, collaborating with the Presidio Trust, partners, donors, and the community to support the Golden Gate National Recreation Area (GGNRA). The GGNRA stretches across three Bay Area counties north and south of the Golden Gate Bridge and includes iconic places such as Muir Woods National Monument, Fort Point National Historic Site, Alcatraz Island, Crissy Field, Mori Point, Lands End, and the Presidio of San Francisco.

The Parks Conservancy engages at the intersection of national park sites, local communities, social justice, and climate resilience. Collaborating with partners, our staff are dedicated to enhancing public awareness and providing volunteer and educational opportunities in the parks. We are park builders, caretakers, ambassadors and educators, all working to connect people to parks in support of our vision *Parks for All Forever*. Join us.

Department Description:

The Parks Conservancy's Community Stewardship and Engagement (CS&E) team is passionate about creating and strengthening connections between communities and parklands through a variety of programs that serve a diversity of Bay Area communities. We strive to prioritize building trustful relationships and impactful experiences that provide opportunities for stewardship and science, storytelling, recreation, exploration, and wellness. We work to

understand the needs of our local communities, listen deeply, and collaborate with our community leaders to co-create programs. We seek to support the health, well-being and care of both our local communities and our flora and fauna, and inspire new ways of learning and contributing to social justice and environmental issues.

Our programs, partnerships and initiatives intersect with our other Parks Conservancy teams such as Park Projects and Design, Conservation and Community Science, Youth Programs, Nurseries team, Volunteer and Intern Program, and One Tam and tri-agency partners to ensure that our service to youth, families, volunteers and interns is rooted in community values and needs. Our tri-agency collaboration, with the National Park Service and Presidio Trust, is central to these efforts.

As a newly restructured Department, we are in the building phase of our work as we develop and formalize the programs we offer and the partners/communities we serve. As a team, we are committed to centering our values of equity, justice and belonging as we learn and grow.

Position Overview:

Are you excited about working outdoors and engaging communities in the Golden Gate National Parks through a variety of community engagement and outreach programs and efforts in the parks? The Community Stewardship and Engagement team is ready to welcome you! Through mentorship of caring and intentional staff, you will be introduced to many aspects of community and partnership building, program planning, development, communication, delivery and operations of creative nature-based programs that serve a wide range of community and youth groups across the Bay Area, with a focus on engaging communities and neighborhoods that have been historically underrepresented or have faced barriers to accessing nature.

During this internship, you will receive hands-on experience in leading and facilitating interpretive and educational programs and developing meaningful community partnerships. While the primary focus of this internship will be in San Mateo parklands and communities, you will get an opportunity to support programs offered in San Francisco and Marin County.

Most importantly, the intern will be an integral part of a supportive, caring, collaborative, and fun team that builds, grows and nurtures authentic, creative, and meaningful relationships within the organization and beyond.

This position is primarily located at Fort Mason San Francisco with frequent travel to park sites in Marin and San Mateo county. The start date for this position is June 3rd, 2025, with an end date of August 15th, 2025. Work is performed Hybrid (virtual and in-person). The work schedule for this position is Tuesday-Saturday 9am-5pm. We request candidates to be flexible and accepting of dynamic schedules, as much of our work is weather dependent and in collaboration with our communities. Interns must be able to work in half-day or full day increments. Interns must have a

Social Security Number or and Individual Taxpayer Identification Number to receive stipend. This position is only available to students currently enrolled at College of Marin, SF State University, and City College of San Francisco.

Reports To: Community Engagement Program Manager

Learning Objectives:

- Learn about community engagement and outreach approaches and best practices
- Learn to develop and build welcoming and inclusive community engagement and outreach programs that create a sense of belonging
- Gain tools and techniques to lead and facilitate interpretive and educational programs (public speaking)
- Expand understanding of the connections between social, racial, and environmental justice
- Learn about local ecology
- Explore the role of parks in climate change education and adaptation
- Become familiar with the process of building a partnership between a non-profit and a community organization
- Learn group management skills

Essential Functions and Responsibilities:

- Assists 1-3 community programs per week and assists with planning, organization and facilitation. This includes set-up, coordination of food and refreshments, gathering activity supplies, loading and unloading vehicles with supplies, audiovisual needs, etc.
 - Programs include: nature-based walks and talks, tabling events, story times at local public libraries, Queer and Trans Community Days, Dia de los Muertos celebrations bioblitzes and other community science activities, nature-based arts and crafts etc., programs that bring awareness to racial, social and environmental justice issues
- Supports the development and implementation of educational activities and interpretive materials for programs
- Supports communication and outreach for programs via social media, website, brochures and flyers, photography, videos, storytelling, team presentations and other communication efforts.
- Assists with tracking and reporting on participant and program data

- Assists with maintenance and management of program supplies and materials, and assists with regular purchases
- Assists with inspection and maintenance of program vehicles
- Internal Coordination, Workshops and Trainings
 - Participates in meetings, workshops and discussions with staff and interns.
 - Participates in job related trainings that include topics of safety; diversity, equity, and inclusion; workforce skills development; job search essentials; leadership; and field specific technical skills

Knowledge, Skills, and Abilities:

- Interest in learning about national parks, love of the outdoors and curious about our local ecology, environmental issues, climate change; eager to learn and share information with others.
- Interest in developing public speaking and visitor engagement skills
- Interest in developing community, youth and volunteer management skills with emphasis on training, supervision, and leading groups and individual in planned activities and program
- Ability to work in a fast-paced environment
- Ability to work together with a large team
- Clear communication skills
- Ability to adapt to different park climates, setting or environments
- Someone who is comfortable with public speaking or is hoping to get experience to become more comfortable in front of crowds
- Ability to learn basic computer skills
- Bilingual in Spanish, or another language commonly used in the Bay Area a plus

Health and Safety:

It is the goal of the Parks Conservancy to create and maintain a safe and healthy workplace. We work to mitigate hazards and risks that may cause harm to employees, consistent with state and federal laws. Employees play an active role in creating a safe and healthy workplace and are expected to comply with all applicable health and safety rules.

Physical Requirements and Work Environments:

- Work is performed across the park's three counties (San Mateo, San Francisco, and Marin with a focus in San Mateo). Work is primarily in-person and the main office for this position is located at our San Francisco office.

- This position supports programs / events/ experiences at park sites or is in key communities and neighborhoods 1-3 days per week, with 1-2 flexible work from home days per week.
- The field portion of this position can be physically strenuous and involves walking, squatting, lifting and/or kneeling and working in uneven terrain and inclement weather conditions
- When not outside, regularly sits at a computer station and operates electronic equipment 2-6 hours per day

Terms of Position:

- Start Date: June 3, 2025
- Hybrid (safety and public health permitting – virtual work will be provided otherwise)
 - Work site: Fort Mason, and surrounding communities in San Francisco, and San Mateo and Marin Counties
- Work Schedule: Full-time, Tuesday - Saturday, 9 a.m. - 5 p.m., June 3rd – August 15th (11 weeks total)
- Intern must be able to work in half-day or full day increments
- Intern must have a Social Security Number or an Individual Taxpayer Identification Number to receive stipend
- Available only to students currently enrolled at College of Marin, SF State and City College of San Francisco

Benefits:

- Opportunity to attend trainings and workshops on a variety of topics including resume building and interview skills, park orientation and history, flora and fauna, mapping and monitoring, computer skills, and much more
- Opportunity to enjoy the scenery, wildlife and cultural resources of a spectacular National Park
- Opportunity to work with staff and volunteers from diverse backgrounds that share a common interest in preserving and protecting our natural lands while engaging the next generation of park stewards
- Opportunity for personal/professional development days to pursue an interest, including training and education days in various departments within the Park Service and Parks Conservancy

- Five hundred dollar (\$500) per week taxable stipend plus academic credit available
- Uniform will be provided

Position Contact and How to Apply

To apply for this position, please [submit an application](#) by March 16, 2025. For questions regarding the Academic Internship Program, please reach out to internships@parksconservancy.org. No phone calls please.

Application Deadline Date: March 16th, 2025

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All employees may be required to perform duties outside of their normal responsibilities from time to time, as needed.

The Golden Gate National Parks Conservancy is an Equal Opportunity Employer. Recruitment, placement and promotions are conducted without regard to an individual's race, color, religion, sex, national origin, age, physical handicap, veteran status or sexual orientation, or any other classification protected by Federal, State, and local laws & ordinances. We will consider qualified candidates with criminal history in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All qualified applicants are encouraged to apply.