



Historic Landscape Academic Intern

Golden Gate National Recreation Area; In Person
Full-Time, Summer 2025

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

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.

Branch/Unit Description:

The NPS Fort Mason and Sutro Heights Park historic gardens team provides an opportunity to learn about daily operations in a park atmosphere. Our team protects and maintain over 20 acres of lawn and numerous planted areas for our park visitors to enjoy utilising sustainable gardening practices, while engaging with visitors and leading volunteer programs

Position Overview:

Working as part of a team, the intern will work under the direction of the NPS San Francisco Landscape Division Supervisor and Gardener Leader, and the Maintenance Stewards for San Francisco's Fort Mason and Sutro Heights Park Maintenance Division.

The Historic Landscape Intern will support in the day-day- day operations in Fort Mason and Sutro Height Park, including Plant Care, Tool Management & Care, and receiving training to safely operate motorized equipment. These tasks may incorporate the use of hand tools and power tools including, but not limited to hand tools: wheelbarrows, brooms, trowels, shovels, rakes, pruning shears, gardening hand tools, hand picks, pitch forks, hand saws, pickaxes, McLeods, hoes and power tools: leaf blowers, hedge trimmers and brush cutters.

This position also works closely with volunteers and engages park visitors in through education and interpretation and supporting group volunteer programs lead by the Landscape Park Rangers.

This position is located at Fort Mason. The start date for this position is June 3rd, 2025, with an end date of August 15th, 2025. Work is performed Fully in-person. The work schedule for this position is Monday-Friday 7:00 a.m. - 3:30 p.m. 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: Maintenance Work Leader

Learning Objectives:

- Understand how to manage a large-landscaped areas based on the Cultural Landscape Reports
- Learn to create and manage a personal and teamwork schedule
- Gain skills such as public speaking, time management, and organization
- Broaden knowledge of plants and sustainable gardening best practices
- Unique experience of working in award-winning gardens

Essential Functions and Responsibilities:

Garden Maintenance

- Assist in the care for all garden areas utilizing the best practices of horticulture; this includes weeding, efficient irrigation, fertilizing, planting, composting, pruning
- Learn aspects of propagation and greenhouse management
- Assist with maintaining a clean and orderly storage area

- Report any necessary replacements and repairs

Volunteer Management and Outreach

- Introduction to volunteer management skills with emphasis on training, supervision, and leading volunteer groups in planned activities and safe garden practices
- Develop communication skills to connect with visitors about park issues
- Maintain database of volunteer hours
- Collaborate and engage with diverse audiences

Knowledge, Skills, and Abilities:

- An interest in learning about National Parks
- Love of the outdoors and horticulture
- Desire to learn garden maintenance and become knowledgeable about plants
- Energetic and self-motivated; ability to work independently once provided direction
- Good communication skills, respect for others
- Ability to work with a diversity of people with different backgrounds, ethnicity, races, genders, sexualities, ages, and viewpoints
- Reliable and punctual
- Ability to learn basic computer skills

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:

- Desire and ability to work outdoors and in inclement weather; this at times can be a physically strenuous job - most days will require walking and performing site inspections to plan future projects
- Reliable personal transportation to Fort Mason in San Francisco (bike, car, bus, etc.)
- Comfortable taking a drive to Sutro Heights Park with other staff
- Ability to lift up to 25 pounds
- Majority of the work will be outdoors with weekly office hours in buildings 201 or 101 at Fort Mason

Terms of Position

- Start Date: June 3, 2025
- In-person
 - Work site: Fort Mason and Sutro Height Park in San Francisco
- Work Schedule: Monday - Friday 7:00 a.m. - 3:30 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 (\$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.