



Youth Programs Operations 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 Parks Conservancy Youth Programs team prioritizes individuals, groups, and communities that national parks and conservation organizations have failed to previously serve. Our programs encourage new generations to become bold leaders for thriving parks, healthy communities, and a more environmentally just society. Our programs erase boundaries between communities and

the environment. Each program is community driven and inspired. Our programs focus on teaching participants about social and environmental issues while building leadership skills that can contribute to positive change.

Our programs engage youth across the Golden Gate National Recreation Area and in their individual communities. Our programs also span multiple counties and work with a variety of partnerships. To deliver our programs, the Crissy Field Center (CFC) works with partners like the One Tam Collaborative, National Park Service, and Presidio Trust. These partners provide opportunities for youth to engage in stewardship, conservation, and volunteer work. Our department is in the Presidio of San Francisco at the bottom of the "Tunnel Tops" park. The Youth Programs Summer Intern will learn what it's like to work in a youth and community center that is located in the Golden Gate National Recreation Area and that centers around social and environmental justice. This position will help with the day-to-day logistics of the Crissy Field Center as Summer is our busiest season. This internship will be with the CFC operations team which works with the whole CFC and all of its programming.

Position Overview:

The Youth Programs Academic Intern will be working with the CFC operations team. We are currently a team of three. There are three main summer programs at the center: Two high school-aged youth programs, and one middle-school-aged youth programs. At the start of the internship, you will participate in the summer training with the whole staff. During the bulk of the internship, duties will consist of a mix of helping to prep our program (supply prep, snack prep, gear moving) and going out with youth on program. While out on program, your role will be to document (photos and videos) the program and work with the Ops team to upload and categorize them in our photo database. Throughout the summer, you will work on a final project with the Operations team to highlight the summer programs' accomplishments. There will be opportunities to join our summer programs on overnight camping trips in the Presidio or in California National and State Parks.

This position is located at Crissy Field Center in the Presidio of San Francisco. The start date for this position is June 3rd, 2025, with an end date of August 15th, 2025. Work is performed in an office setting located in a youth and community center and on-site. The AIP program requires at least 2 full days per week onsite. The work schedule for this position is Monday to Friday 8:30am - 4:30pm. 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: Youth Programs Operations Coordinator

Essential Functions and Responsibilities:

- Ability to build effective working relationships with a variety of people, inclusive of different backgrounds, ethnicities, genders, sexualities, ages, and viewpoints
- Basic computer skills
- Gear Support (moving and cleaning Gear to get ready for camping trips)
- Program Supply Support (helping to get spaces prepped and ready for Program)
- Take Photos and videos of youth on program and at the center

Knowledge, Skills, and Abilities:

- High attention to detail and able to multitask.
- Ability to work well independently (once provided with direction/training) and collaborate with others to achieve group goals, support everyone's efforts to succeed and problem solve.
- Pitches in and contributes to achieving group goals; supports everyone's efforts to succeed; balances team and individual responsibilities.
- Comfort and experience working in a culturally and racially diverse setting.
- Experience working with youth or desire to learn how to work with youth.
- Strong computer skills and working knowledge of Microsoft Office Suite, including Word, Excel, and SharePoint.
- Comfortable using a DSLR camera or desire to learn how to use a digital camera.

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:

- The work environment is an open space across two buildings shared with other workers and accessible to summer staff and program participants.
- Occasionally sits at a computer station and operates electronic equipment 2-4 hours per day.
- Regularly travels throughout the park to assist summer programs where needed.
- Regularly requires positioning, lifting, and carrying objects up to 30 pounds.

- Capable of working in a loud and energetic youth-centered building.
- Reasonable accommodations may be made to enable individuals with different abilities to perform the essential functions.

Terms of Position

- Start Date: June 3, 2025
- In-person (safety and public health permitting – virtual work may be provided otherwise)
 - Work site: Crissy Field Center
- Work Schedule: Monday - Friday 8:30 a.m. - 4:30 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.