



'IMI I KA LAMA COLLEGIATE INTERNSHIP PROGRAM
PROGRAM DATES: JUNE 01 – JULY 24, 2015 | DEADLINE TO APPLY: FEBRUARY 06, 2015

Dear applicant:

Thank you for your interest in applying for the 'Imi i ka Lama Internship Program at Haleakalā National Park. Please read the background information and instructions before filling out the application form. If you decide to pursue an internship position with us, you will need to submit your completed application packet no later than **February 06, 2015**. Incomplete packets and those postmarked after the deadline date will not be accepted, no exceptions.

Background

The 'Imi i ka Lama Internship offers field-based opportunities for college students to learn about the National Park System, its mission and programs to protect natural and historical resources, and to explore potential career choices. The program affords interns a chance to work alongside Park professionals in various programs including Resources Management, Interpretation, and Facilities Management.

This eight-week long program is intended for those who have an interest in pursuing a career in natural resources conservation and/or the National Park Service. It does not preclude applicants without prior experience in environmental service, but does seek individuals who have an interest and willingness to learn about the natural environment at Haleakalā and the ongoing efforts to protect its unique species, many of which are found only on Maui.

'Imi i ka Lama is one of three internship programs at Haleakalā National Park. Others include Kupukupu 'Āina for middle school students and Pōhai Maile for high school students. All of these programs offer critical stepping stones towards a career in the National Park Service, a benefit offered specifically to aid Hawai'i's youth and their professional aspirations.



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Living Allowance

Interns will earn a Living Allowance of \$200 per week, which is to help offset the cost of supplies and equipment required for the program that will not be issued by the Park. The Team Leader will earn \$430 per week. An AmeriCorps Educational Award of \$1,195.00 will be given at the completion of the program. All Living Allowances and Educational Awards are subject to taxes.

Eligibility Requirements

Applicants must be:

- A U.S. Citizen, U.S. National, or Lawful Permanent Resident Alien and able to meet background check requirements (and driver abstract requirements for Team Leader position). Priority will be given to Hawai'i residents.
- Between the ages of 17-25 years old by June 1, 2015. Team Leader must be at least 21 years old by May 30, 2015. Individuals older than 25 years old will be considered for the Team Leader position only.
- Available full-time between June 01-July 24, 2015 (7:30 a.m. – 4:00 p.m.) plus travel time.
- Able to attend a mandatory orientation meeting held on Friday May 22, 2015.
- Able to provide own daily transportation to and from designated pick-up sites at the War Memorial Stadium in Kahului or Eddie Tam Gym in Makawao. Free transportation to the Park to and from these sites will be provided by program staff (except for Kīpahulu position).
- Able to provide own housing accommodations. Park housing will not be available, with the exception of the Kīpahulu position. Details will be provided during the interview.
- Able to work outdoors at sea level and at elevations between 7,000-10,000 feet in varying weather conditions.
- Willing and able to be trained in Helicopter B-3 Aviation Safety Training.
- Willing and able to hike on uneven terrain with a 30 lb. backpack and tools, and willing and able to camp in remote areas with no facilities, no cell phone reception, and in varying weather conditions for a week at a time.
- Able to confirm attendance to the Hawai'i Conservation Conference in Hilo between August 4-6, 2015. All expenses will be covered by the program.



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To Apply

- 1) Fill out the general application form and the corresponding questionnaire for each position that you're interested in (i.e. Endangered Wildlife Management, Interpretation, etc.). Applicants must use official form as it appears in this packet. Use a blue or black ink pen if handwriting your responses. Incomplete and illegible applications will not be reviewed.
- 2) Obtain three (3) letters of recommendation. Letters must include at least one teacher/professor and one work supervisor. Each letter must be contained in a sealed envelope and mailed to the address below.
- 3) Completed application form, resume, letters of recommendation and official transcripts must be sent via mail or fax. E-mailed documents will **NOT** be accepted. All materials must be received by 4:00 p.m. on **February 06, 2015** to:

Serena Kaldi, Internship Program Leader
Haleakalā National Park
P.O. Box 369 Makawao, Hawai'i 96768-0369
Fax: (808) 572-4418 Attn: Serena Kaldi, Program Leader

Document Checklist

All of the following documents must be received by **4:00 p.m. on February 06, 2015** via mail or fax in order for your application to be eligible. E-mailed documents will **NOT** be accepted.

- ✓ Completed general internship application form
- ✓ Completed corresponding questionnaire for position(s) interested in
- ✓ Three letters of recommendation contained in sealed envelopes
- ✓ Resume
- ✓ Official transcripts (personal printouts are not accepted)

Questions about the program and application process may be directed to:

Serena Kaldi at (808) 572-4425 or Serena_Kaldi@nps.gov
Kūhea Asiu at (808) 572-4452 or Kuhea_Asiu@nps.gov



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OFFICE USE ONLY:
Application received: _____

2015 'IMI I KA LAMA GENERAL INTERNSHIP APPLICATION

Legal name: _____ Preferred name: _____

College/University attending: _____ Current level: _____

Home phone: _____ Cellular: _____

Mailing Address: _____
Street number and name or P.O. Box number City State Zip Code

E-mail address: _____

T-Shirt Size (Circle one): SM M L XL 2XL 3XL

Review all six internship choices before making your selection. Rate in order of preference only the positions you want to be considered for from most preferred (1) to least preferred (6).

_____ **Endangered Wildlife Management:** The intern will assist with the monitoring of endangered native bird species and threat abatement. He/she will acquire basic knowledge and skills in these areas by working alongside professional Park staff. The intern must be able and willing to hike over rough and uneven terrain and participate in multi-day trips on Maui and possibly Hawai'i Island. He/she must be willing and able to pass a Helicopter B-3 aviation safety course and travel to the worksite via helicopter if necessary. The intern will be expected to maintain a daily journal and prepare a final presentation.

_____ **Facilities Management:** The intern will assist with gathering data on facilities and infrastructure, wastewater and Park engineering and construction activities. He/she will acquire basic knowledge and skills in construction, wastewater management, trail rehabilitation and maintenance, engineering, and other related areas. The intern will be expected to maintain a daily journal and prepare a final presentation. He/she must be able to work both indoors and outdoors in varying weather conditions. The intern must be willing to participate in multi-day backpacking trips on Maui.

_____ **Interpretation:** The intern will help staff visitor center(s), answer visitor questions, work at contact stations using tools to help visitors connect with the resources, and other related duties. He/she must be outgoing, interested and skilled in working with people. The intern will be expected to maintain a daily journal and prepare a final presentation. He/she must be able to hike over rough and uneven terrain and participate in multi-day backcountry trips on Maui.



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_____ **Kīpahulu District & Kīpahulu ‘Ohana:** For this position the intern will be supervised by both Haleakalā National Park staff and the Kīpahulu ‘Ohana. The intern will assist with invasive weed removal, plant propagation, fence inspection, interpretation, fee collection and other related duties with the National Park. Activities involved with the Kīpahulu ‘Ohana include: Collecting data in the ‘opihi management area, providing assistance at the Kapahu Living Farm, and gathering cultural and historical information about the region where the Kīpahulu district of the Park is located. He/she must be able to hike over rough and uneven terrain, lift up to 30lbs., and participate in multi-day trips on Maui. He/she must be willing and able to pass a Helicopter B-3 aviation safety course and travel on occasion to the worksite via helicopter if necessary. The intern will be expected to maintain a daily journal and prepare a final presentation. Daily transportation is not available for this position; however, housing accommodations may be available within the park.

_____ **Team Leader:** The intern will participate in and help coordinate work projects for high school and college level interns. He/she should have strong organizational skills and an interest in natural resources stewardship and management and environmental education. The Team Leader will be expected to track intern attendance and performance and other related duties as well as maintain a daily journal and prepare a final presentation. The Team Leader must be willing and able to transport interns safely to and from the Park and between out-of-Park work sites using a seven passenger mini-van. He/she must be willing and able to take a Helicopter B-3 aviation safety course. He/she must be able to hike over rough and uneven terrain and participate in multi-day trips on Maui. Applicants must be able to meet driving abstract requirements and must be at least 21 years old by May 30, 2015.

_____ **Visitor/Resources Protection:** The intern will learn about all aspects of Haleakalā National Park’s Visitor and Resources Protection program from a law enforcement and emergency operations standpoint. He/she will participate in ride-along’s with law enforcement officers and work with the Park’s Safety Officer to learn about Emergency Medical Services (EMS), search and rescue, traffic control issues, and visitor information and safety. The intern will learn how all of these elements combined help to keep our visitors safe and our natural and historical resources protected. The intern will be expected to maintain a daily journal and prepare a final presentation. He/she must be able to hike over rough and uneven terrain and participate in multi-day trips on Maui.



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1) How did you hear about this program? Check all that apply.

- School counselor Family member Friend Newspaper Radio ad
- Former intern Website: _____ Other: _____

2. Citizenship Status – Please check one.

- U.S. Citizen
- U.S. National
- Lawful Permanent Resident of the US
- Other

3. Date of Birth (MM/DD/YYYY): ____/____/____

4. I will meet the age requirement for the position I am applying for by the designated date.

(Check one) Yes ____ No ____

5. Highest level of education completed:

- High School Some college College graduate Master’s Degree
- Doctorate Other

6. If currently enrolled in college, what institution are you attending? _____

Field of study: _____

7. I am a former HYCC member Yes No

8. Have you previously participated in an AmeriCorps program? Yes No
If so, how many terms? _____

9. Why are you interested in participating in this program?



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10. Describe your outdoor experience (i.e. hiking, camping, etc.), particularly in remote areas with little or no facilities available (i.e. showers, restrooms, etc.) and no cell phone reception.

11. This program requires you to work both indoors and outdoors for a full eight hours each day, many times at elevations between 7,000-10,000 feet. Weather conditions vary throughout the day, which can be sunny and hot or wet, cold, and windy. Are you able to fulfill these requirements? Circle your response below.

Yes No

12) Have you participated in environmental service projects before? Please describe the location and the specific kind of work that you did. Examples: Pulling weeds, planting native vegetation, participating in a wildlife survey, picking up litter, other internship programs.

13) What specific skills and knowledge are you hoping to gain in this program?



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14) Give us an example of your experience in working as a member of a team on a school or community project. What was your role and what were your responsibilities? Include any leadership roles you filled.

15) How would this experience help you achieve your future academic, professional or personal goals?

16) Program hours are between 7:30 a.m. – 4:00 p.m., not including travel time. Transportation time to and from Haleakalā National Park will add up to 2 ½ hours to the work day, depending on how far you live from the Park. Are you available to participate full-time between June 01 - July 24, 2015? (circle one)

Yes

No

17) The Hawai'i Conservation Conference will be held from August 4-6, 2015 in Hilo, Hawai'i. Although this event is after the program end date, 'Imi i ka Lama Interns will still have the opportunity to attend as a group, all expenses paid. Will you be able to attend the 2015 Hawai'i Conservation Conference in its entirety? (Circle one)

Yes

No



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WORK EXPERIENCE – LIST YOUR THREE MOST RECENT PLACES OF EMPLOYMENT

1) Name of employer _____ Position title: _____

Dates of employment _____ to _____ Reason for leaving: _____

Duties: _____

Name of supervisor _____ Title/Position: _____

Supervisor’s phone number _____ May we contact him/her? Yes No

2) Name of employer _____ Position title: _____

Dates of employment _____ to _____ Reason for leaving: _____

Duties: _____

Name of supervisor _____ Title/Position: _____

Supervisor’s phone number _____ May we contact him/her? Yes No

3) Name of employer _____ Position title: _____

Dates of employment _____ to _____ Reason for leaving: _____

Duties: _____

Name of supervisor _____ Title/Position: _____

Supervisor’s phone number _____ May we contact him/her? Yes No



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REFERENCES

Please provide contact information for three people who we may contact. Your references **MUST NOT** be family members. Please inform them ahead of time that they may be contacted by us for a reference check. **Remember that three sealed letters of recommendation are also required to complete this application!**

Name: _____ Relationship to applicant: _____

Daytime phone number: _____ Evening phone number: _____

E-mail address: _____

Name: _____ Relationship to applicant: _____

Daytime phone number: _____ Evening phone number: _____

E-mail address: _____

Name: _____ Relationship to applicant: _____

Daytime phone number: _____ Evening phone number: _____

E-mail address: _____

CERTIFICATION

My signature below certifies that the information I have provided in this application is true and accurate to the best of my knowledge. I understand that if I have knowingly and willingly provided false information that I will be disqualified from the hiring process.

Print Applicant Name

Signature and Date

Print Parent/Guardian Name (if under 18)

Parent/Guardian Signature and Date



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FOR ENDANGERED WILDLIFE MANAGEMENT APPLICANTS ONLY

1) Have you ever hiked 10 miles per day with a 30 lb. pack at high elevation in steep and uneven terrain? Please detail your experience here. And if not--please describe your interest and skill level for this task.

2) Are you willing to spend 4-5 days overnight in the field with minimal or no facilities and no cell phone reception? Check one.

Yes No

3) Do you have any experience or interest in handling wildlife, such as capturing and banding birds? Please describe.



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4) Are you willing to assist with removing feral animal threats (mongoose, rats, etc.) in a safe and effective manner with the proper training and personal protective equipment? Do you have any experience in doing this task? Please describe.

5) Do you have any fear of heights or helicopters? Would you be willing to take a helicopter safety class in order to fly into the remote field if necessary?

6) What do you hope to gain in this position?



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FOR FACILITIES MANAGEMENT APPLICANTS ONLY

1) This position will require you to work outdoors in varying weather conditions between 7,000-10,000 feet in elevation. Conditions may range from icy, strong winds and low temperatures to extreme exposure to the sun. Are you able to fulfill this requirement? Check one.

___ Yes ___ No

2) The Facilities Management Intern will perform a wide range of duties, from sanitation and recycling to water and wastewater management to building maintenance and construction. Are you willing and able to perform these tasks and others that can be physically demanding, including heavy lifting (up to 30 lbs.)? Check one.

___ Yes ___ No

3) Describe your knowledge and skills in the use of hand tools and power tools. List specific tools used and the purpose for which they were used for.

4) Do you have any experience in riding, packing and caring for mules and/or horses? Please explain.



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5) Have you ever hiked 10 miles per day with a 30 lb. pack at high elevation in steep terrain? Can you describe your experience? And if not--please describe your interest and skill level in hiking and overnight camping.

6) Do you have any experience in the construction of homes and/or buildings? Describe the skills and knowledge needed for those tasks.

7) Please list any trainings or certifications you've earned (i.e. CDL, herbicide, etc.)



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FOR INTERPRETATION APPLICANTS ONLY

1) Please describe your past experience in working with/teaching others and what in particular you enjoyed about it.

2) Have you ever been involved in teaching Hawaiian language or culture to others, whether formally or informally?

3) Do you have an interest in leading visitors on guided hikes rain or shine? Do you have any experience in leading guided hikes? Please explain.



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4) Can you describe an experience where someone disagreed with the information that you were sharing? What did you learn from the experience that helped you handle similar situations?

5) Describe any experience you've had working with people of different ages and diverse backgrounds and what you liked about it.

6) In your opinion, what are the roles and responsibilities of a Park Interpreter?



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FOR KĪPAHULU APPLICANTS ONLY

1) Have you ever hiked 10 miles per day with a 30 lb. pack at elevation in steep terrain? Can you describe your experience? And if not--please describe your interest and skill level in hiking and overnight camping.

2) Are you willing to spend 4-5 days overnight in the field with minimal or no facilities and no cell phone reception? Check one.

Yes No

3) Are you willing to apply herbicides in a safe and effective manner with the proper training and personal protective equipment? Do you have any experience/trainings in applying herbicides? Please explain.

4) Are you willing and able to assist with feral animal control work with the proper training and personal protective equipment? Check one.

Yes No



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- 5) Do you have any fear of heights or helicopters? Would you be willing to take a helicopter safety class in order to fly into the remote field?
- 6) This position will require you to assist Park Interpreters in providing information to visitors including learning and using Hawaiian cultural protocol to welcome visitors into the Visitors Center. Please describe your experience and ability to communicate verbally with people of various ages and backgrounds. Give an example if possible.
- 7) This position will provide opportunities to cross-train with the Facilities Management Program and perform a wide range of duties, from sanitation and recycling to water and wastewater management to building/grounds maintenance and construction. Are you willing and able to perform these tasks and others that can be physically demanding, including heavy lifting (up to 30 lbs.)? Check one.
- Yes No
- 8) List the courses/trainings/experiences you have related to Hawai'i's natural history, Hawaiian culture/language, ecology, botany, etc.



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9) This position will require you to assist with duties at the Kapahu Living Farm. Are you able and willing to perform tasks that may be physically demanding, including carrying or lifting loads up to 30 lbs. and working in wet, muddy conditions? What is an example of a time when you had to perform this type of task?

10) This position will require you to provide your own housing and transportation in the vicinity of the Kīpahulu District of the Park or reside in park housing with minimal facilities and no phone and Internet services. Are you able to do this with minimal discomfort?



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FOR TEAM LEADER APPLICANTS ONLY

1. Describe your experience working with youth groups, citing specific examples. Include your role and main responsibilities.

2. Are you willing and able to operate a seven passenger mini-van to safely transport interns to and from the park or other designated project sites? Check one.

___ Yes ___ No

3. List the courses/trainings you have taken related to Hawai'i's natural history, Hawaiian culture, ecology, etc.

4. Describe your organizational and time management skills. Cite specific examples that demonstrate your ability to meet deadlines in a safe and timely manner.



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5. List the leadership roles you are currently holding or held recently and describe your main tasks and responsibilities.

6. Are you willing and available to participate in multi-day trips? This includes a two night overnight camping trip in Kīpahulu and a conference in Hilo, August 4-6, 2015. Check one.

Yes

No

7. List the computer programs that you are proficient in – Microsoft Word, Excel, PowerPoint, Photoshop, etc. and other related skills (Photography, videography, etc.).



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FOR VISITOR/RESOURCE PROTECTION APPLICANTS ONLY

1. Describe any courses or background experience you have had in the law enforcement field and where you received it.

2. Are you willing to accompany Park law enforcement rangers to learn about what they do on a daily basis? Check one.

___ Yes ___ No

3. List any training/certification you've had in First Aid, CPR, First Responder, etc. If current, please include the expiration date(s).



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