



Valley Forge National Historical Park GIS/Natural Resource Management

GIS/Natural Resource Management Internship Winter 2014 Announcement

Job Title: Volunteer Student Intern (non-paid), GIS/Natural Resource Management

Deadline for Application: Until position is filled

Job Description:

Valley Forge National Historical Park (VAFO) is home to over 1,300 species of vascular plants and vertebrates, contains a variety of vegetation communities (e.g. forest, meadows, wetlands), and includes significant water resources (e.g. Schuylkill River, Valley Creek). The purpose of this internship is to provide college-level students with a concentrated, practical experience in GIS and natural resource management that affords the opportunity to apply classroom theory through “hands-on” experience in the National Park Service. At the same time interns will contribute to the collection of data and implementation of projects that benefit park resources and will assist park managers in achieving management goals. Specific internship activities may vary from year to year, depending on park needs and priorities. In 2014, duties will include:

Metadata Migration/Creation (50%). Intern will work with park staff to migrate existing metadata from ArcGIS 9.x into the new ArcGIS 10.x format. The intern will also ensure that all existing GIS files have NPS-compliant metadata and will create a manual or SOP for creating metadata.

Natural Resources Management (50%). Intern will work on a variety of park projects that may include:

- Identifying appropriate stream monitoring locations within the Valley Creek watershed based on subbasin hydrology and optimizing volunteer stream monitoring transects based on property ownership data
- Creating a data dictionary and a protocol for mapping invasive plants in park forests
- Working with the USGS to name a park stream
- Updating the park SOP for GPS data collection and post-processing
- Migrating PARS (Pennsylvania Amphibian and Reptile Survey) data into ArcGIS
- Creating Google Earth layers to share park data with partners and the public
- Migrating park archeological GIS data to the NPS Cultural Resource geodatabase standard
- Migrating park building GIS data to the NPS buildings geodatabase
- General file maintenance and QA/QC

Benefits:

- Vehicle provided for use during fieldwork
- NPS Volunteer fleece vest and baseball cap provided.
- Training related to specific activities as well as general park operations and management of the National Park System provided.
- Experience in the National Park Service conducting work that will serve as a foundation for future employment (build your resume!)

Qualifications:**Required:**

- Major in GIS or a field related to the biological sciences (e.g. wildlife and fisheries science, biology, urban and community forestry, forestry, environmental science, etc.) with a strong emphasis on GIS; minimum GPA of 2.5 (preference seniors and graduate students).
- Experience with the ESRI ArcGIS suite of software products (10.x).
- Must possess a valid driver's license
- Ability to work independently and as part of a team
- Excellent oral and written communication skills
- Applicants must pass a criminal background check which requires fingerprinting by park law enforcement or your local police department prior to start date.

Preferred:

- Experience working with Microsoft Office products (e.g. Word, Excel, Powerpoint)
- Experience with global positioning systems (specifically Trimble GPS and Pathfinder Office software).
- Experience with relational databases (e.g. MS Access).
- Experience with Google Earth.

Activities may require the ability to hike up to 5-7 miles per day across varied terrain and may include exposure to extreme weather conditions, poisonous plants, stinging and biting insects and wild animals.

Time Commitment:

Part-time, one to two days per week (Monday-Friday), four to eight hours per day with some flexibility; 10-12 weeks; Start date TBD, ideally by February 3rd, 2014, depending on length of background check process.

How To Apply:

Please submit the following to the **GIS Specialist** by email or fax:

- Cover letter indicating the title of the position you are applying for, how you found out about the position, and whether this experience will contribute toward college credits. **Preference in selection will be given to students who receive college credits for this experience.**
- Resume
- Transcript (official or unofficial)
- Writing sample indicating what you hope to gain through an internship (No more than 1 page).
- Contact information for two academic or professional references

For additional information on other volunteer opportunities at VAFO please contact the park Volunteer Coordinator. For information related to the specific duties of this internship or park natural resources please contact resource management staff (See below for contact information).

Park Information:

Located approximately 20 miles northwest of center city Philadelphia, Valley Forge is the site of the 1777-1778 winter encampment of General George Washington and the Continental Army. The park receives 1.2 million visitors each year and contains about 3,500 acres of forested rolling hills, tall grass meadows, wetlands, and rough lawns. Recreational and cultural opportunities are abundant, including museums, theaters, concerts, fishing, boating, hiking, etc. For additional information please visit the park website at <http://www.nps.gov/vafo> or Valley Forge Convention and Visitors Bureau at <http://www.valleyforge.org/>.

Contact Information:**GIS Specialist:**

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