

Buffalo & Erie County Botanical Gardens

Education Internship Program



Duties

This internship opportunity is available to college students who have demonstrated knowledge and interest in education, science, botany and/or natural history. Suggested majors include but are not limited to: early, elementary and secondary education; environmental education; environmental studies; art education; art history; museum studies and museum education.

The Education Internship Program is designed to provide practical experience in environmental/museum and or art education, botany and conservation. This program also includes the opportunity to gain a broad insight into the Botanical Gardens and the local non-profit cultural institution community and how it operates.

Responsibilities

- Assist with the development and execution of programs including Hands-On School Programs, Wegmans Family Day Programming, Kids Birthday Parties and Special Events.
- Edit and coordinate materials for the monthly Garden Scavenger Hunt and Docent Training.
- Work closely with the Education Team to assist with daily operations.

Requirements

Candidates should have strong organizational skills, attention to detail and be comfortable working with the public in both organized and informal situations. Experience with public speaking and working with children is preferred. Interns must pass a background check. The internship is unpaid, and transportation is the responsibility of the intern.

To apply **send a cover letter and resume to:**

- Karen Hammer, Volunteer Coordinator- khammer@buffalogardens.com
- Kristy Blakely, Director of Education- kblakely@buffalogardens.com

Interview arrangements will be made with selected qualified candidates.