



# Water Oriented Recreation District

## Operations Summer Intern

**Job Overview:** The **WORD Summer Intern** assists with outdoor recreation projects, marketing, and other activities and projects. Assist in river cleanup contract compliance checks and participate in our Anti-Litter Campaign that aims to reduce litter on local waterways through education outreach.

**Reports To:** The WORD Summer Intern will report to the WORD General Manager and Operations Department.

### Responsibilities and Duties:

- River/lake cleanup contract compliance.
- Help with social media content.
- Assist in anti-litter campaign on weekends.
- Assist in data collection for invasive species by kayaking the river.
- Assist in weekend activities such as data collection, educating visitors, and other duties that may arise.
- Attend Board meetings.
- Complete a summer project.

### Requirements:

- Must be able to stand for up to 8 hours outside during the summer.
- Must be able to lift 50 lb.
- Must be able to lift and navigate a kayak/canoe.
- Must have strong communication skills and be outgoing.
- Must have proper phone etiquette.
- Proficient in Microsoft Office and social media platforms.
- Eager to learn and work on various outdoor and office projects.

### Qualifications:

- College-level student or recent graduate

Pay rate: \$15/hour

Employment duration: May - September

30-40 hours a week. Weekends and 3 weekdays per week are mandatory. **Working on Memorial Day, July 4<sup>th</sup> day, and Labor Day is mandatory.**

**Please submit your cover letter, resume, and application to [jobs@wordcc.com](mailto:jobs@wordcc.com).**