

## HOURLY POSITION ANNOUNCEMENT

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**POSITION TITLE:** CSFS Student Intern (1 position)

**LOCATION:** Science & Data Division, CSFS State Office (Fort Collins, CO)

**HOURLY PAY RATE:** \$12.00 per hour

**EMPLOYMENT DATES:** May 24, 2019 through July 5, 2019                      OR  
June 21, 2019 through August 2, 2019

**CLOSING DATE:** Applications must be submitted by **11:59 pm MST on February 19, 2019.**

### **Description of Internship Program:**

Colorado State Forest Service (CSFS) and Warner College of Natural Resources (WCNR) seasonal forester / student intern positions provide students an in-depth learning and work experience in the field of natural resources. Internships include a 15-85% split between training for the student and hourly work for CSFS, as defined below under “duties and responsibilities”. Student interns prepare several written documents to advance their professional writing skills and encourage self-reflection during the summer, and they receive one-on-one mentoring and evaluation by their CSFS supervisor.

This internship position is for the Science & Data Division within the CSFS State Office in Fort Collins. The internship experience will include assisting GIS specialists with data management and mapping needs for the agency, as well as working on a special geospatial-related project based on CSFS needs and the intern’s interests. Potential project topics include remote sensing in forestry, use of unmanned aerial vehicles in forestry, or integrating wildfire risk data with other information to refine existing statewide priority areas. Specific duties and responsibilities for this position are listed below.

We are seeking student interns who are professional, self-directed, innovative, and energetic. The applicant should enjoy working with people from diverse backgrounds and respect different viewpoints. Of special interest are applicants that demonstrate a capacity to learn new skills, think critically, and serve as effective team members.

### **Minimum Requirements:**

- Sophomore, Junior, or Senior pursuing a degree from the Warner College of Natural Resources.
- Must have successfully completed GIS coursework at CSU or another college/university.
- Good academic standing with Colorado State University (GPA > 2.0).
- Demonstrated career interest in forestry or related natural resource fields.
- Must have a valid driver’s license, the ability to obtain a driver’s license, or access to a licensed driver by the employment start date.
- Experience working as an effective team member.

**Conditions of Employment:**

- Housing is not provided, but non-financial assistance may be available to help find accommodations.
- Ability and willingness to work primarily in an office environment.
- Ability and willingness to work 40 hours per week.
- Ability and willingness to travel throughout Colorado for 1-3 day-long trips to CSFS field offices, potentially requiring stays in hotels. Approved lodging and per diem expenses are covered (see [GSA CONUS rates](#) for Colorado).

**Preferred Experience:**

- Good written and oral communications.
- Experience using forestry equipment (diameter tape, clinometer, GPS, increment borer, etc.).
- Experience navigating with maps, compasses, and GPS units.
- Experience using ArcGIS to make maps and perform spatial analyses.
- Experience using MS Word, Excel, PowerPoint, internet, and e-mail.

**Duties and Responsibilities:**

- Support GIS specialists with mapping needs for the agency using ArcGIS.
- Assist GIS specialists with data management for that agency, including geospatial data retrieval and organization, quality assurance / quality control, and metadata creation.
- Explore the use of innovative technologies in GIS at CSFS.
- Complete a special geospatial-related project based on CSFS needs and the intern's interests.
- Participate in training opportunities, such as best practices for geospatial data management and sharing, ArcGIS applications, use of remote sensing data, Forest Vegetation Simulator (FVS) application, and use of the Colorado Wildfire Risk Assessment Portal.
- Work with supervisor(s) to prepare a summer work plan, set goals and learning objectives, and evaluate progress.
- Prepare a short written overview of the CSFS and the intern's host unit and a written reflection of their internship experience.

**To Apply:**

Please send electronic versions of the following application materials to [megan.matonis@colostate.edu](mailto:megan.matonis@colostate.edu):

1. Cover letter: The cover letter must include the following information: (a) the CSFS internship position(s) you are applying for, (b) your interest in and qualifications for each of these positions, and (c) a statement about what diversity and inclusion means to you and why it matters in the workplace.
2. Resume
3. Unofficial CSU transcript
4. Names and phone numbers / emails for 3 professional references.

**For questions regarding the position, please contact:**

Megan Matonis  
5060 Campus Delivery  
Fort Collins, CO 80523-5060

(970) 217-6473

[megan.matonis@colostate.edu](mailto:megan.matonis@colostate.edu)

This announcement is also posted on our website at: <http://csfs.colostate.edu/employment>

**CSU is an EO/EA/AA employer. Colorado State University conducts background checks on all final candidates.**