



Naples Botanical Garden

Position Title: Conservation Intern

Department: Conservation

Reports to: Vice President of Conservation

Organizational Description

Naples Botanical Garden is a 170-acre world-class paradise, featuring the flora and cultures of the tropics and sub-tropics between the latitudes of 26 degrees north and 26 degrees south, including Brazil, the Caribbean, Southeast Asia, and Florida. The Garden's mission is to connect people and plants through display, education, conservation, and science. The Garden's hands-on interactive Smith Children's Garden, along with 90 acres of beautifully restored native habitats, formal Gardens, walking trails and public programming offer education and enjoyment for people of all ages. Naples Botanical Garden is a 501(c)3 organization.

Position Summary

Naples Botanical Garden is seeking a motivated intern to assist with all aspects of conservation activities. Depending on the candidate and the department's needs, the majority of the work may be focused on a single aspect, which may include data collecting, analysis and reporting, rare plant nursery maintenance, field studies, or seed conservation. The position is a paid full-time temporary internship.

Primary Duties and Responsibilities

- Participate in plan conservation projects as directed, including seed collection and processing, plant surveys, monitoring, plant propagation, and maintenance of rare plant collections.
- Assist staff in record-keeping and data management, including data collection, analysis, and reporting.

Additional Responsibilities

- Participate in Garden-wide events, exhibitions, and projects as required or needed
- Perform other duties as assigned and required

Key Competencies:

- Excellent verbal and written communication skills; listens and seeks clarification; responds well to questions
- Attendance/Punctuality - consistently at work and on-time; ensures work responsibilities are covered when absent
- Dependability - follows instructions, responds to management direction; takes responsibility for own actions; keeps commitments; completes tasks on-time or notifies appropriate supervisors
- Ability to function effectively as a member of a team that includes staff members and volunteers, as well as work independently to complete projects
- Be highly motivated and organized with a strong work ethic and attention to detail

Qualifications

- Be pursuing a degree in environmental education, horticulture, botany or have an equivalent level of education and experience
- Be willing and able to work full days outdoors in a hot and humid environment, able to lift and carry at least 35 pounds
- Possess experience working with plants
- Possess a working knowledge of MS Office software
- Background check required.

To Apply

Please provide a cover letter, resume and contact information for three references by email to employment@naplesgarden.org. To find out more about Naples Botanical Garden, please visit our website at www.naplegarden.org. Naples Botanical Garden is an Equal Opportunity Employer. Naples Botanical Garden has a long-standing policy of employment and advancement based solely upon qualifications to perform the essential elements of a position without regard to race, color, religion, sex, sexual orientation, age, national origin (ancestry), or disability.