

A long, straight paved walkway with a central strip of reddish-brown mulch and two side strips of grey paving stones. The path is flanked by tall, thin trees with sparse green foliage and low-lying shrubs. The path leads towards a bright horizon under a clear blue sky.

Deering Estate Internships



Deering Estate Internships 2017-2018

The Deering Estate is host to a multitude of cultural and ecological resources, environmentally endangered lands, endangered and threatened flora and fauna, sensitive historic and archaeology sites, and a collection of historic and contemporary artwork and furnishings

The following internships are open to students:

Education & Curriculum

Educator – 5 Students
 Naturalist – 5 Students
 Program evaluation – 1 Student
 Education framework – 1 Student
 Curriculum development – 1 Student

Conservation and Research

Native Flags – 1 Student
 Citizen Science – 1 Student
 Research Assistant – 1 Student
 Resource Management – 1 Student

Special Events & Visitor Services

Docent Program – 1 Student
 Eco-Tourism & Group Sales – 1 Student
 Event Management – 1 Student

Journalism & Public Affairs

Photo Journalism & Editor – 1 Student
 Media & Public Affairs – 1 Student

Special Programs

Public Archeology – 1 Student
 Collection & Curatorial – 1 Student
 Work with the Director – 1 Student

Students will need to commit not less than 10 hours per week for 16 weeks and complete a MDC volunteer background check

To receive intern packet with more information or to apply, contact: vanessa.trujillo@miamidade.gov

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APPLICATION MATERIALS:

All applicants must submit the following materials to the contact below:

- Completed MDPROS internship/volunteer application – available at <http://www.miamidade.gov/parks/library/volunteer-application.pdf>
- Resume or CV
- 1 letter of recommendation
- 1 letter of interest from the applicant

REQUIREMENTS:

- Undergraduate or Graduate level
- Demonstrate excellent verbal skills, time management and organizational skills
- Strong verbal, written communication and interpersonal skills
- Must be able to work independently, with little supervision and as part of a team
- Intern must be able to work a minimum of 10 hours per week
- Reasonable accommodations may be made for individuals with disabilities to perform essential internship functions
- Intern may be asked to work some nights, weekends, and holidays

All internships are non-paid, unless otherwise indicated

Note: The Deering Estate-MDPROS awards no academic credit for studies conducted onsite. However, we are eager to assist in establishing mechanisms for universities to award credit upon satisfactory completion of projects. Representatives of colleges and universities wishing to develop formal agreements of this nature may contact the Director of the Deering Estate directly. In lieu of formal agreements, students and faculty are encouraged to work out arrangements directly with their advisors and departments.



Deering Estate Educator & Naturalist Internship

Deering Estate Educators work under the direction of the Learning Programs Coordinator to co-lead and help develop learning programs at Deering Estate.

Deering Estate Naturalists work under the direction of the Visitor Services Manager to co-lead and help develop nature-based recreation and eco-tourism programs at Deering Estate.

This is a paid internship. \$15 per hour/maximum of 10 hours per week

QUALIFICATIONS:

- Pursuing a degree in Environmental Studies, Education, Biology, History, Anthropology, English, or pursuing multidisciplinary degrees
- Experience with public speaking, or working in a classroom is a plus
- Experience working with students K-12 is a plus

RESPONSIBILITIES:

Educators:

- Co-lead field study trips for our K-12 programs, in subject areas such as Archaeology, Marine Biology, Environmental Science, Ecology, and more
- Help to plan and develop homeschool classes and programs for students varying from ages 5-14 years old

Naturalists:

- Co-lead specialty eco-tourism tours, such as canoe trips, hikes, historic walking tours, ghost story tours and more

REQUIREMENTS:

- Intern is expected to study lesson plans and scripts to familiarize themselves with programs offered to help guide groups inside Deering Estate through various educational activities
- Must be able to walk and/or stand for at least two hours in various weather conditions



Informal Science/N.E.S.T.T. Program Evaluation

N.E.S.T.T. (Nurturing Environmental Stewards of Today and Tomorrow) provides a supplementary experiential learning curriculum in the fields of environmental science, ecology, biology, marine biology, zoology, archaeology, history and conservation; aligning to Florida Next Generation Sunshine State Standards. N.E.S.T.T. offers an enrichment curriculum designed to bridge the gap between children and science. It was developed to foster environmental stewardship from an early age, encouraging children to explore nature and make connections between what they learn in school and the natural world around them.

QUALIFICATIONS:

- Completed coursework or is currently enrolled in courses in education, environmental studies, biology, or related field
- Ability and interest in working with K-12 youth in an informal education setting.
- Proficient in Microsoft office products

RESPONSIBILITIES:

- Develop an evaluation tool that measures learning gains in participants of the N.E.S.T.T. Program, that can be updated to track gains throughout the years, and that compares gains based on different N.E.S.T.T. models
- Develop a way to integrate said evaluation tool into the existing program curriculum



Environmental Education Framework

The curriculum used in our Learning Programs is developed and revised annually (and throughout the school year) in conjunction with local teachers and parent educators. Collaboration is key to the growth and success of our environmental education programs. Joining efforts with private partners, local educators, community groups, school administrators, students, and parents maintains our programs relevant to the current needs of our audience.

Programs are offered as enrichment programs, with a focus on informal science and hands-on, experiential learning. Experiential learning fosters interest, behavior management, and academic improvement in science, math, reading and social studies, among other academic disciplines. Studies demonstrate that involvement in such programs also increase overall interest in S.T.E.M careers.

QUALIFICATIONS:

- Completed coursework or is currently enrolled in courses in education, environmental studies, biology, or related field
- Ability and interest in working with K-12 youth in an informal education setting.
- Proficient in Microsoft office products

RESPONSIBILITIES:

- Review the existing Education Framework and familiarize yourself with the Learning Programs goals and objectives
- Rewrite the Education Framework better aligning with the Estate's mission



Informal Science and Cultural Education Curriculum Internship

Interns will assist and shadow Deering Estate informal science education staff and managers who deliver youth programs. Primary responsibilities will be to assist the program coordinators in the development of an informal science education curriculum for our Living Classroom learning programs and activities and to provide feedback to the program coordinators.

LEARNING OBJECTIVES:

- Opportunity to study and influence activity theory in an informal K-12 education setting with an emphasis on eSTEM + Arts (environmental Science, Technology, Engineering, Math and the Arts)

RESPONSIBILITIES:

- The intern will lead the continued rewrite and development of informal science education curriculums using the Deering Estate and South Florida as sites experiential learning spaces
- The intern will gather and receive stakeholder feedback on curriculum and guide adaptations and communications about the curriculum to address feedback.
- Revise and update existing curriculum for K-12 education (i.e. Science, Math, Social Sciences)
- Author and edit lessons plans, worksheets and answer keys
- Collaborate with Education, Interpretive, Management, and Marketing teams to incorporate professional development opportunities
- Manage tasks to completion per project schedule, independently
- Make recommendations to support the development of collateral materials related to learning curriculum
- Gather stakeholder feedback on content and curriculum and apply feedback to learning curriculum product

QUALIFICATIONS:

- Completed coursework or is currently enrolled in courses in environmental studies, museum studies, or education and has a background in science, history or anthropology
- Ability and interest in working with K-12 youth in an informal education setting
- Knowledge of youth development strategies and prior experience in a mentoring role a plus



Native Flags/ Earth Day Internship

Native Flags, created by FIU artist Xavier Cortada, is a participatory eco-art project that urges the importance of native trees in our natural and urban environments. Native Flags highlights the impact citizens can have on our ecological health and what they can do to make a difference.

QUALIFICATIONS:

- Pursuing a degree in Environmental Studies, Education, Biology, or related field
- Experience with Adobe Photoshop, MS office, photo editing software, a plus!

RESPONSIBILITIES:

- Develop a tour script/narrative for use by guides of Interpretive Programs. Based on existing Native Flags project and exhibit
- Create interpretive materials to be displayed in the historic homes and public areas – this can include flyers, brochures, posters, labels, reading material
- Create an Earth Day initiative for Deering Estate, which aligns with Native Flags, Million Trees Miami, Miami Dade Public Schools Earth Day celebrations, and the mission of Deering Estate

Citizen Science Internship

QUALIFICATIONS:

- Pursuing a degree in Environmental Studies, Education, Biology, or related field
- Some degree or knowledge of field study and data collection
- Demonstrate excellent writing skills

RESPONSIBILITIES:

- Create Citizen Science initiative(s) that can be easily explained to the public for their participation in data collection
- Intern must develop data collection protocol, database infrastructure, and a standard operating procedure (SOP) that is both clear and concise, so that staff and future interns can lead a group of citizen scientists to collect data
- Research the needs of data at the Deering Estate, and which data would benefit management decisions



Research Assistant Internship

The Research Assistant Internship will support the Deering Estate's mission by creating a database of peer-reviewed research articles of projects that have been conducted at and around the Estate. The data collected will be used for a literature review and meta-analysis that will be conducted by the Research Assistant. The Research Assistant will require a positive attitude, the skills to work through a problem independently and adhere to project deadlines. After completion of the literature review and meta-analysis there will be room for new project development.

QUALIFICATIONS:

- Pursuing a degree in STEM or a Business related field
- Junior or Senior in academic credits
- Demonstrate excellent computer
- Experience with Library Research Tools and Microsoft EXCEL are a must
- Experience using simple statistics is a plus!

RESPONSIBILITIES:

- Search for and classify published peer-reviewed research articles, create a database, prepare a literature review, and conduct a meta-analysis

REQUIREMENTS:

- Intern is expected to bring their own laptop with wireless connectivity



Resource Management

The Resource Management Internship will support the Deering Estate's mission by surveying flora and fauna around the Estate. The data collected will be used to create a database for future researchers to access.

QUALIFICATIONS:

- Pursuing a degree in STEM fields
- Experience using handheld GPS and GIS to document sites of species identified

RESPONSIBILITIES:

- Survey flora and fauna around the Estate. (e.g., strangler figs)

REQUIREMENTS:

- Must be able to walk and/or stand for at least two hours in various weather conditions



Docent Program Internship

QUALIFICATIONS:

- Experience working with and managing volunteers is a plus
- Must be familiar with Microsoft Office Suite (Word, Excel, Publisher, etc.)

RESPONSIBILITIES:

- Help design the structure of a volunteer docent program to interact with guests
- Intern will assist with docent recruitment, cold calling, creating contact lists
- Intern will be responsible for creating marketing materials, such as flyers, marketing blurbs, etc. to be used to recruit docents

Eco-Tourism & Group Sales Internship

Interns will assist with various aspects of the Eco-tourism/Group Sales strategy and communication initiatives, which could include but not be limited to: learning and advocating products and programs offered by Deering Estate, conducting written communications for marketing, researching new markets, assisting in event planning, communicating to existing and potential clients and partners, and supporting programs, tours, and meetings to establish best-practices.

QUALIFICATIONS:

- Candidates with a preferred focus area in Business Administration, Sales, Marketing, Hospitality, or other related topic
- Desire to learn about the practical applications in the marketing of museum, recreation, and cultural attraction business
- Occasional lifting (up to 50 lbs) and the ability to stand for several hours

RESPONSIBILITIES:

- Interns will learn the process of engaging and researching audience markets to enhance attendance for eco-tourism programs, corporate events, and group sales
- May include participation and co-leading tours and programs for specialty groups, research, communicating to existing and potential clients, and reporting of progress on specific project tasks



Event Management Internship

Deering Estate hosts numerous cultural, historic, and special events a year. This intern will report directly to our Special Events Coordinator, where they will learn the valuable techniques of planning events, including logistics such as staffing, pricing, and marketing. A key role of this internship will include nurturing vendor relations, as well as working directly with clients and the public.

QUALIFICATIONS:

- Undergraduate or graduate students currently enrolled in an academic university with an interest in Hospitality
- Must demonstrate excellent writing skills, interpersonal skills, and a desire to learn from event planning and execution

RESPONSIBILITIES:

- Interns will learn the techniques of event planning, how to establish ongoing relationships with vendors, the behind-the-scenes functions of major event planners

Photo Journalism & Editorial Internship

Interns will be required to document their experience through a media of their choice. Each program attended will be required to create a descriptive write up of the program as well as an accompanying reflective piece.

QUALIFICATIONS:

- Must be proficient in Microsoft office products and preferably (not required) have some background in graphic design, photography, and photo management

RESPONSIBILITIES:

- The intern will enhance marketing strategies for various programming at Deering Estate
- The intern will gain basic knowledge of educational, recreational, and entertainment program management in a public park
- The intern will also gain an understanding for South Florida history, archaeology, ecology, and writing skills for marketing purposes
- The intern will learn how to engage staff and management in the park through interviews and note taking



Media and Public Affairs Internship

Interns will assist with public relations, marketing and social media activities of the Deering Estate. Primary projects include: writing and updating press materials including news releases, fact sheets, and web copy, acting as liaison between media and Deering Estate staff, working local and regional government, community based organizations and media at special events, as well as general administrative office tasks. Experience with social and digital media strategy preferred.

QUALIFICATIONS:

- Excellent knowledge of Microsoft Office products

RESPONSIBILITIES:

- The intern will gain experience working in an active public affairs office and learn how to present cultural and natural history stories to the media

Public Archeology Internship

Interns will assist with various aspects of public archeology and communication initiatives. Assist in event planning, communicating to existing and potential clients and partners, and supporting programs, tours, and meetings to establish best-practices.

QUALIFICATIONS:

- Candidates with a preferred focus area in archeology, anthropology, or other related topic

RESPONSIBILITIES:

- Interns will learn the process of engaging and researching audience markets to enhance attendance for public archeology events
- May include participation and co-leading tours and programs for specialty groups, research, communicating to existing and potential clients, and reporting of progress on specific project tasks



Collections & Curatorial Internship **(Archaeology, Historic Furnishing, Fine/Contemporary Art, Photo Archives, Eco- Facts)**

Many important eras, both cultural history and natural history, have produced museum collections that are part of interpretive displays or archives at the Deering Estate. In order to highlight these important eras, interactive exhibits, one-page fact-sheets, or webpages are being produced that tell the story of man's interaction with his environment through time here at the Deering Estate.

Archaeology: Undergraduates will assist with archiving, creating a data base, and producing interpretive signs and displays for existing artifacts and ecofacts.

Historic Furnishings: Deering Estate continues to receive historic furnishing for our museum homes from donors, as gifts or on loan.

Fine/Contemporary Art: As we receive art on loan or through gifts, interns will learn the process of identification, research, storage techniques, and display techniques. Interns will assist with installing and de-installing exhibits on property, preparing art exhibit openings, and working close with the Cultural Arts Manager.

Eco-Facts (Biology): Deering Estate is home to many native flora and fauna, some threatened and endangered. This internship will give the opportunity to build collections of these natural history objects. It is ideal for a graduate student looking to build a biological collection while conducting research.

QUALIFICATIONS:

- Currently enrolled in Museum Studies, Curatorial Application, Environmental Studies, Archaeology, Anthropology, and Art History
- Excellent writing skills and possess good research abilities for tracking down information
- Knowledge of Illustrator, Photoshop, ESRI products a plus

RESPONSIBILITIES:

- Interns will learn collections management techniques as well as interpretive program content production



Director's Internship

This internship is offered on a limited basis and requires a recommendation from a professor or instructor.

Deering Estate's Director's Internship Program provides college-level undergraduate and graduate students an opportunity to join short projects and shadow Cultural and Natural Resource Management, Informal Education, and Interpretive Staff in a wide variety of professional settings.

Note: Interns with GIS experience or interest, interns may assist with field ecology projects (i.e. vegetation sampling and monitoring, animal behavioral observations, water and soil sampling and monitoring as part of the Biscayne Bay Coastal Wetlands Project/Cutler Slough Rehydration Project). They may take a global approach by conducting habitat analyses of world-wide ecosystems similar to those found in South Florida using remote sensing and GIS technologies, and help produce reports and maps that better engage broad audiences in environmental decision making.

QUALIFICATIONS:

- Undergraduate student or graduate student who has completed coursework or is currently enrolled in courses in environmental studies, museum studies, or education and has a background in science, history or anthropology
- Must be proficient in Microsoft office

LEARNING OBJECTIVES:

- Scheduled during winter, spring and summer recess, students gain practical experience by working in a professional museum, public park, and nature preserve setting; interns shadow onsite management to develop new skills by learning from various Deering Estate professionals and community partners
- Interns provide a service to the organization by contributing their time and talents – create professional partnerships – pursue their fields of interest related, or not, to their current profession