

Internship Opportunity Environmental Education Intern

The Laguna de Santa Rosa Foundation (LF) **Environmental Education** internship program offers undergraduate students the opportunity to deepen their knowledge of the Laguna de Santa Rosa ecosystem and environmental education best practices through the Learning Laguna (LL) school program and community education events. Interns help deliver engaging, inclusive experiences for youth and adults, assist with event logistics, and contribute to outreach efforts both in person and through social media. This role is ideal for those interested in environmental education and/or interpretation, teaching in public elementary schools, and community outreach and engagement.

The Environmental Education internship provides opportunities for students to:

- **Learn** about the Laguna de Santa Rosa ecosystem.
- **Build a sense of belonging** in the environmental education field through inclusive, community-based learning experiences.
- **Gain hands-on experience** delivering environmental education programs for school children in the classroom and during field trips and community events.
- **Develop strong communication and collaboration skills** by working with staff, volunteers, teachers, and participants of all ages.
- **Enhance adaptability and problem-solving skills in dynamic**, outdoor learning environments and during event coordination.
- **Practice cultural sensitivity and inclusive engagement** while interacting with diverse audiences.
- **Strengthening organizational and project management skills**, including prepping materials, managing logistics, and tracking participation.
- **Grow as a passionate environmental educator**, inspiring others to connect with nature and support sustainability.

The Laguna de Santa Rosa Foundation is a watershed-based 501(c)3 non-profit organization in Sonoma County. We work to restore and conserve the Laguna de Santa Rosa and inspire the local community to appreciate this vital resource. Our work primarily focuses on restoring riparian forest habitat along creeks that flow into the Laguna de Santa Rosa, conserving vernal pools and the endangered species that depend on them, growing locally collected native plants in our nursery, and teaching children and the community about the watershed.

General Responsibilities

Learning Laguna

- Participate in training to learn the Learning Laguna classroom and field activities in January and February.
- Accompany staff and docents in teaching Learning Laguna classroom visits and field trips for elementary age school children 1–2 mornings per week between March–May.

- Prep, restock, and organize program materials.
- Send teachers follow-up emails and organize student thank-you letters.

Community Education

- Support setup and participant engagement at public programs.
- Track attendance and feedback of participants.
- Promote events using online calendars and the Eventbrite platform.
- Send post-event emails and feedback forms to participants.

Outreach

- Capture photos and videos during Learning Laguna and Community Education Program events
- Help create social media posts highlighting the Learning Laguna program and Docents
- Help with tabling for the Laguna Foundation at community events.

Projects & Office Support

- Assist with Docent training preparation, including the production of training binders and related materials.
- Support with data entry and organization of program materials.

Required Qualifications

Candidates must be current college students, age 18 or older. The Foundation seeks motivated and responsible individuals committed to a career in environmental education, environmental science, child development, natural resource interpretation, or related fields. Ideal applicants will have these qualities and experience:

- Some experience teaching or leading environmental education programs, whether formal or informal, and demonstrate a strong interest in environmental education and community engagement.
- Current coursework in child development, teaching, biology, ecology, or other related fields.
- Experience working with children and engaging youth effectively.
- Strong analytical, organizational, and interpersonal skills.
- Communicates with empathy and respect for diverse perspectives.
- Experience using Microsoft Office, including Outlook, Excel, as well as G-Suite applications.
- Experience with social media, including Instagram and Facebook, with content creation.
- Motivated to learn about Laguna de Santa Rosa ecosystems and inspire others.
- Comfort working outdoors, in elementary school classrooms, and with public speaking.

- Conversational Spanish and experience with diverse communities are a plus.
- Enjoy working in both indoor and outdoor environments.
- Ability to perform physical tasks and labor outdoors in variable weather conditions.
- Additional interest in environmental justice and experience working in nonprofit or community-based settings is a plus.
- Successful interns are reliable, motivated, and eager to work collaboratively in a team environment.

Physical Requirements

- Ability to sit at a computer for extended periods in a shared workplace; frequently use hands for typing and material handling.
- Ability to lift and move items up to 25 pounds.
- Have good peripheral and close vision, depth perception, and a quick response to sounds or hazards.
- Comfortable spending time in school classrooms, including sitting in child-size chairs and interacting with children.
- Ability to hike up to 2 miles over uneven terrain in varying weather conditions, with the potential to encounter poisonous plants and stinging and biting insects.

Background Check Requirement

This internship involves working directly with children in both classroom and outdoor learning settings. As part of our commitment to creating a safe and supportive environment for all participants, a background check must be completed prior to the start of the internship.

Travel Requirements

Travel is primarily local during the business day; reliable transportation to and from the office building on scheduled workdays is required; the ability to use personal transportation to and from off-site locations to deliver educational programs is required. There are no bus stops within walking distance of the Laguna Environmental Center.

Schedule

The internship will begin in January with training, scheduled as the student's availability. Learning Laguna programs will be conducted on 1–2 weekday mornings between the hours of 7:30 AM - 12:30 PM each week between March–May. Internship hours will be arranged with the supervisor. The internship may also include occasional evenings and Saturday hours.

Compensation and Duration

Internships are paid via stipend. The stipend totaling \$1,630 is intended to cover travel, meals, or other personal costs incurred by the student related to the internship. Half of the total stipend is paid to the student upon the completion of 50% of the agreed-hour commitment, and the second half is paid at the end of the internship. The Laguna Foundation cooperates fully with academic credit-granting programs. Students receiving academic credit should consult with their professors or advisors concerning evaluation forms or other requirements.

Internships require a 90-hour commitment located in Santa Rosa, CA. We offer two internship sessions that align with the academic calendar: Spring (January – May) and Fall (August/September – December). Positions can be full-time or part-time, based on LF's needs and the intern's availability. For best placement results, please apply before the closing deadline listed below for each semester.

Our paid internship program aligns with the college semesters at Santa Rosa Junior College and Sonoma State University, but applicants enrolled in other schools are also encouraged to apply.

Application Procedure and Deadline

Prospective interns should email **one PDF document** containing all of the following: A cover letter indicating interest and availability (dates and number of hours per week), a résumé, and an unofficial transcript. In your cover letter, please tell us about yourself, what inspires you to pursue an internship in the environmental and/or education field, and why you are interested in an internship at the Laguna de Santa Rosa Foundation.

Applications will be reviewed on a rolling basis starting on the following dates:

- Spring: October 31-December 12, 2025. Interviews will be scheduled starting December 15, 2025
- Fall: April 1-May 8, 2026. Interviews will be scheduled starting May 4, 2026

Contact

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