



U.S. Fish & Wildlife Service

**America's National
Wildlife Refuge System**

Whittlesey Creek National Wildlife Refuge

Student Employment Opportunity

Visitor Services Technician GS3/GS4

~ (Environmental Education) ~

What: Visitor Services Technician (Environmental Education) Student Temporary Experience Program (STEP). One position available from late May-early August, 2010 (depending on school schedule and final budget).

Salary: Salary level dependent on education.

Where: Northern Great Lakes Visitor Center - Ashland, WI

Refuge Description:

Whittlesey Creek National Wildlife Refuge (Refuge), established in 1999, is part of a large wetland complex on Lake Superior, near Ashland, Wisconsin. These coastal wetlands are a significant part of the wildlife habitat and aquatic resources of the south shore of Lake Superior. The Refuge's purpose is to protect, restore, and manage coastal wetland and spring-fed stream habitat. Visitor services play a vital role in the success of the Refuge via education and outreach.

Job Description: Incumbent serves as visitor services technician (environmental education) to assist with managing the Refuge's visitor services program. Duties and responsibilities include: assisting with maintaining a high quality and balanced visitor services program, maintaining Refuge exhibit to engage visitors, maintaining brochure box, staffing front desk, interacting with public, boundary posting, maintaining grounds at Coaster Classroom, assisting with quality environmental education and interpretive hands-on programs to students of all ages on and off site, and other duties as assigned. Summer interpretive programs run from June through August and will focus on awareness, understanding, as well as civic action on many different natural resources of the Lake Superior area.

Job Requirements:

The student must be able to work well with others and also work independently. The student must be detail oriented and work accurately. Please make sure your environmental education, interpretation and/or natural resources courses are clearly marked on your transcript.

Address your experience, knowledge, and skills in your resume otherwise credit may not be given during selection. Provide a description of your specific skills and abilities with environmental education, interpretation and/or natural resources. Address any experience you have with teaching environmental education or interpretation programs. Qualified applicants will be requested to submit several other forms in late February and may be asked to submit fingerprints for a background check prior to hiring. **Position is only open to students who will not graduate from college before the end of fall semester 2010.** For additional questions call Kevin J. Lowry at 715-685-2645, or for information about the Whittlesey Creek National Wildlife Refuge or Northern Great Lakes Visitor Center visit

<http://www.fws.gov/midwest/whittleseycreek> or <http://www.northerngreatlakescenter.org>

To Apply:

Please send letter of interest, resume, one reference letter, unofficial transcript and proof of future school enrollment (copy of fall 2010 registration or letter from advisor stating student is in good standing and will enroll in fall 2010) by February 1st 2010 to: Kevin J. Lowry, Whittlesey Creek NWR, 29270 County Highway G, Ashland, WI 54806 or **email** kevin_lowry@fws.gov