



YOUTH EDUCATION INTERNSHIP: Part-time; seasonal flexible hours, unpaid; credit or internship requirements can be arranged as needed. Reporting to the Youth Education Manager, with collaboration with Tyler Educators and the Director of Public Programs.

POSITION SUMMARY

Our Youth Education Internship is a great opportunity to gain educational programming experience. Interns help the Youth Program Manager to enhance, plan and implement field trips, scout groups, birthdays and public programs. Applicants should have strong attention to detail, excellent written and oral communication skills and a positive personality.

Availability: Multiple internships available; year-round. Interns must commit to a full season of work

Duties/Responsibilities

- Share Tyler's rich heritage, collections and landscape to inspire and engage stewards of the natural world
- Assist the Youth Program Manager in scheduling, creating and implementing youth and family programming
- Help plan, develop, and implement educational curriculum/programs
- Help plan and assist with executing special events and programs
- Teach programs for ages 4 – 11, as needed throughout the season
- Develop initiatives and utilize social media to engage families/teachers and the community

(Note: Tyler has the right to assign or reassign duties and responsibilities to this job at any time.)

Essential Requirements

- Strong organizational, problem solving, computer and logistical skills
- Ability to develop and lead engaging and fun environmental programming for children of a variety of ages
- The desire and ability to work in a cooperative, team-oriented atmosphere
- Willingness and ability to participate in outdoor activities with youth and staff
- First aid and CPR certification a plus
- Must be at least 18 years of age
- Once offered a position, you must satisfactorily complete the required background checks
- Priority will be given to students majoring in: Environmental Education, Early Childhood Studies, Natural Sciences, Recreation or other related fields

Work Environment

- General work on the Arboretum's grounds
- Requires frequent and prolonged standing, walking, bending, kneeling, pulling, twisting and climbing.
- Must be able to lift up to 50 pounds
- Ability to work outdoors in all weather conditions
- Youth Education Interns will work in shared office space with a small and supportive staff.

Interns will be provided with all tools necessary to complete job requirements. Position duties are split between indoor office work and outdoor activities.

About Tyler

Tyler Arboretum, a public garden in the Philadelphia suburbs, covers 650 acres of renowned plant collections, champion trees, historic buildings, with 17 miles of hiking trails through woodlands, wetlands, and meadows. Tyler offers workshops, classes, and tours for adults and children throughout the year.

To Apply

Please e-mail your cover letter and résumé to Liz Hornbach, Youth Program Manager, lhornbach@tylerarboretum.org Applications will be accepted with a rolling deadline, until positions are filled.

Tyler Arboretum~ 515 Painter Road ~ Media, PA 19063