

## GRAND TRAVERSE REGIONAL LAND CONSERVANCY

**Position Title:** Agricultural Stewardship Intern

**Date:** March 8, 2021

**Supervisor:** Misty Acres Farm Manager and Regional Land Steward

**Status:** Non Exempt, Full-Time, Hourly (40 hours), \$15/hr pay rate, Seasonal Mid-May Through Mid-August (Flexible Start and End Dates) May be opportunity to extend work through November

**Job Summary:** The Farm Assistant will assist Farm Manager with day-to-day operations of the farm or fill in for the Farm Manager during vacation or sick leave. These duties will include basic maintenance, operations of the farm, and care of the animals. This employee will also be asked to assist with other Misty Acres projects as needed. More than one short-term employee may hold this position in order to accomplish necessary tasks or to provide availability throughout the year.

### **Duties and Responsibilities:**

- General property management assistance - farm and landscape maintenance, including native landscaping (40%)
- Assist with implementation of rotational grazing program at Misty Acres (35%). This will include calculating and preparing grazing paddocks as well as field observations of cattle and forage conditions, and keeping detailed records.
- Assist with planning and implementing volunteer workdays with other staff (5%)
- Other duties as assigned, including working with staff on various tasks and shadowing other positions (5%)
- Help with set up and site prep of fencing for goat herd used to control invasive shrubs (15%)

**Supervisory Responsibilities:** This position will not be responsible for supervisory role other than occasional work as co-lead of volunteer workday projects.

**Work Environment:** Majority of the work will be outdoors, with some indoor planning and meetings. Housing on site is available for a monthly fee of \$100 at Misty Acres, with a signed lease. Pets are not allowed. Work space, including internet and computer, will also be available on site. Weekends, on a rotational basis, are required. Flexible work schedule. This position is stationed at the Misty Acres Farm; however, travel within the 5-county service region of the Grand Traverse Regional Land Conservancy may be required. A shared work vehicle will be stationed at Misty Acres and is available for work purposes. Additional travel, as required for duties, using a personal vehicle will be compensated according to IRS standard mileage reimbursement rate.

**Opportunities:** GTRLC has 25 employees, a robust Volunteer Program, connections to numerous landowners, and partnerships with governmental agencies and other non- profits. Interning with GTRLC provides numerous opportunities to interact with, learn about, and explore many facets of our work and community. Specific opportunities available for this

## GRAND TRAVERSE REGIONAL LAND CONSERVANCY

position include:

- Firsthand observation of the work of non-profit sector, specifically land conservation work.
- Involvement with on-the-ground demonstration of land use that integrates conservation, agriculture, and community.
- Exposure to other land stewardship methods on different types of GTRLC managed land
- Working with various staff, volunteers, and others to experience different roles, work styles, and perspectives on our work.
- Working to enhance native habitat as part of the agricultural and natural landscape.
- Ability to explore and implement independent projects that achieve your personal development goals and areas of interest while adding value to our work.
- Gaining experience with rotationally grazed grass-fed cow/calf and beef finishing operation.
- Gaining experience with goats and invasive species management.
- Gaining experience with volunteer coordination.
- Observe and assist with project management, basic farm management, budgeting, and project and farm planning activities.

**Physical Factors:** Ability to work outdoors with moderate to heavy lifting carrying necessary equipment and supplies. There may be standing for long periods of time at events. Indoor environment is in shared/common office space with common work station. Occasional work in rough terrain and inclement weather.

**EDUCATION AND EXPERIENCE:** This position requires a basic level of experience working on a farm operation including animal care and general farm maintenance. Position also requires a strong interest along with some education or training in Natural Resource Management and sustainable farming practices.

### **MINIMUM QUALIFICATIONS (KNOWLEDGE, SKILLS, AND ABILITIES)**

- Relevant farm related job training/experience
- Two years of education towards a Bachelor's degree in Agriculture, Natural Resources, or related field.
- Ability and willingness to operate farm equipment and machinery, including tractors and manual transmission vehicles.
- Ability and willingness to perform potentially strenuous activities outdoors in variable and adverse weather conditions
- Comfortable working/handling cattle and other livestock
- Ability to work independently while communicating regularly with supervisor
- Ability to maintain a positive, professional, and courteous attitude

## GRAND TRAVERSE REGIONAL LAND CONSERVANCY

- Ability to work as part of a team
- Valid MI Driver's License and reliable transportation (ability to drive manual transmission vehicles preferred)
- **Position is subject to a background check**

**To Apply:** Please submit your Resume and Cover letter via email to [dbroadway@gtrlc.org](mailto:dbroadway@gtrlc.org) with the position title in the subject line. Deadline for application is Friday, April 9, 2021 at 5:00pm.