

MONTANA FISH, WILDLIFE & PARKS

INTERN PROGRAM REQUEST

EMPLOYER: Montana Fish, Wildlife & Parks

CONTACT PERSON'S NAME/TITLE: Steffen Janikula/FWP Recreation Manager Region 4

ADDRESS: 4803 Giant Springs Road

CITY: Great Falls

STATE: MT

ZIP: 59405

PHONE: (406)727-1212

EMAIL ADDRESS: sjanikula@mt.gov

DATE OF ANNOUNCEMENT: Friday, January 3, 2025

APPLICATION DEADLINE: Friday, February 14, 2025, at 5:00 PM (postmarked)
(UNLESS OTHERWISE NOTED ON THIS FORM BY SUPERVISOR)

****STUDENTS MUST BE CURRENTLY ENROLLED IN A UNIVERSITY/COLLEGE****

POSITION TITLE: Giant Springs State Park Intern

OF POSITIONS: 1

LOCATION(S): Giant Springs State Park

WORK START/END DATES:
Flexible, roughly late May through mid-August.

HOURS/WEEK: 40 **TOTAL HOURS FOR INTERNSHIP:** 480

TRAINING/ORIENTATION DATES: Training will begin on the first workday scheduled.

HOURLY PAY: \$14.00 per hour

ADDITIONAL COMPENSATION/RESOURCES:

- \$14.00/ hour.
- Work shirts and hat will be provided.
- State vehicle will be provided for work related travel.
- Computer access.

POSITION DESCRIPTION/SCOPE OF WORK:

Giant Springs State Park provides a dynamic, active, and progressive setting for the development and success of an intern. Giant Springs is the State's most visited park, with over 500,000 visitors last year. The park encompasses over 4,600 acres of diverse environments and landscapes. This provides ample opportunity for an intern to work with the public, conduct programs, and develop valuable work habits. These elements in conjunction with the project the intern will complete, provide for a well-rounded

experience that will greatly benefit an individual pursuing a career in Park and Recreation Management and/or Natural Resources.

No housing is provided as part of internship. The Ursuline Centre, located in Great Falls, rents dorm style rooms and has been used by employees in the past. Rent is approximately \$10/night.

Major duties:

-Intern project: Create an interpretive/educational program, park brochure, field study, special event, or landscape project. This can be tailored to align with the intern's area of study and career interests.

-Interpretive tabling: Intern will be responsible for developing and delivering interpretive/educational programming at various locations within the park throughout their term. Intern will set up a table with props and communicate with park visitors that pass through the site. Programming can encompass (but is not limited to) geology, hydrology, wildlife, history, or hydropower. Limited props such as furs and educational materials are available.

-Additional duties that will provide a well-rounded experience for the intern include:

- Assist visitors in the Ranger Station by collecting fees, answering questions, and providing information about the park.
- Assist with developing and delivering interpretive/educational programming for tour groups and at scheduled park events.
- Assist with maintenance in the State Park including noxious weed control, trash collection, trail work, infrastructure repair, and various project work. Work may contain time spent on NW Energy property managed by FWP within the park boundary and include patrolling, signage inventory, visitor counts and some maintenance duties.
- Assist with special events such as concerts, family events, trivia nights in the park, or movie night.

SKILLS, ABILITIES, KNOWLEDGE NEEDED (EDUCATION; UNDERGRAD/GRAD LEVEL, SUGGESTED/REQUIRED MAJORS):

Applicant must be able to communicate effectively (oral and written) and be comfortable speaking to the public. Applicant must be able to use computers effectively including Word, Excel, Power Point, and Publisher. Applicant must be self-motivated and comfortable working unsupervised, be able to hike for distances of up to 5 miles and be able use GPS units. Applicant must be able to perform manual labor duties such as trail work, weed pulling, painting, lawn mowing, etc. Applicants can be undergrad or graduate students with majors in: Parks & Recreation Management, Environmental Education/Science, Education, Natural Sciences, Natural Resources, Native American studies or similar.

* Applicant must be currently enrolled in an accredited university/college.

APPLICATION MATERIALS:

Applicant must submit: Resume, Cover Letter and 3 references. Please include work experiences, education, trainings, special skills, certifications, and interests/hobbies.

- Resume**
- Cover Letter**
- References**

SEND APPLICATION MATERIALS TO:

Steffen Janikula, FWP Recreation Manager- Giant Springs State Park

Via mail: 4803 Giant Springs Road
Great Falls, MT 59405

Via e-mail: sjanikula@mt.gov

COOPERATING SPONSORS OF PROJECT:

FWP and NorthWestern Energy

FUNDING SOURCES:

6819 - \$ If any Helena funding is available

64228EB - \$ cover the rest

PROJECT NUMBERS FOR EACH FISCAL YEAR:

6819 - 2026

64228EB - 2026

DO ANY OF YOUR PROJECT NUMBERS USE FEDERAL FUNDING? Yes No

IF SO, PLEASE NOTE WHICH PROJECT NUMBERS AND FUNDING SOURCE:

NA

EXPECTED COST OF INTERNSHIP, INCLUDING ALL BENEFITS AND OVERHEAD, PER FISCAL YEAR:

6819 - \$ TBD based on Helena assistance - 2026

64228EB - \$ TBD based on Helena assistance - 2026

ESTIMATED TOTAL COST OF INTERNSHIP:

The estimated total cost will be \$7,853 (this is an estimate!)

WILL ANY GRANTS OR SCHOLARSHIPS BE USED TO FUND THE INTERNSHIP?

Yes No

IF SO, PLEASE LIST NUMBERS ATTACHED TO THOSE:

NA

ADDITIONAL INFORMATION: