

**MONTANA FISH, WILDLIFE & PARKS**

**INTERN PROGRAM REQUEST**

**EMPLOYER:** Montana Fish, Wildlife & Parks

**CONTACT PERSON'S NAME/TITLE:** Riley Bell, Recreation Manager, Makoshika State Park

**ADDRESS:** 1301 Snyder Ave, PO Box 1242

**CITY:** Glendive

**STATE:** MT

**ZIP:**59330

**PHONE:**406-377-6256

**EMAIL ADDRESS:**Riley.Bell@Mt.Gov

**DATE OF ANNOUNCEMENT:** Friday, January 5, 2024

**APPLICATION DEADLINE:** Friday, February 16, 2024 at 5:00 PM (postmarked)  
**(UNLESS OTHERWISE NOTED ON THIS FORM BY SUPERVISOR)**

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

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**POSITION TITLE:** Paleontology Intern

**# OF POSITIONS:** 1

**LOCATION(S):** Makoshika State Park

**WORK START/END DATES:** May 19<sup>th</sup>, 2025 through August 8<sup>th</sup>, 2025

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

**TRAINING/ORIENTATION DATES:** May 19<sup>th</sup> till May 23<sup>rd</sup>, 2025

**HOURLY PAY:** \$13

**ADDITIONAL COMPENSATION/RESOURCES:**

**Housing provided**

If yes, please list type of housing available: Local Community College has dorm rooms available for rent at reduced price. Friends of Makoshika covers the housing cost.

**Vehicle provided**

**Per Diem**

**Other (please explain):**

**POSITION DESCRIPTION/SCOPE OF WORK:** The Paleontology Technician intern will oversee the paleontology lab and collection area and will support the park's paleontology education and outreach programs. The intern will gain experience in fossil identification, fossil preparation, collection inventory, rehousing fossils, and presenting paleontology education programs including leading the park's weekly paleo experience tour. The park purchased a dust collection system to be used with an air scribe that the

intern will use for fossil prep. The intern will also support the Museum of the Rockies staff when they arrive in Summer 2025 to prospect or excavate fossils. They will also help at the Buzzard Day Event with the Paleo hike and at Medicine Rocks State Park when Carter County host their annual dinosaur event. They will also assist our Cultural and Heritage Department as needed. The intern will also complete a final report of completed tasks and outcomes.

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

Earth Science, geology, paleontology, archeology, biology, under-graduate (junior/senior level BA) or graduate level preferred. Public speaking experience is not required but would be beneficial to the position. Research skills and knowledge of the Hell Creek Formation and Cretaceous period would be useful

**APPLICATION MATERIALS:**

- Resume
- Cover Letter
- References (2)
- Other (please specify):

**SEND APPLICATION MATERIALS TO: Riley Bell at [Riley.Bell@MT.Gov](mailto:Riley.Bell@MT.Gov) or PO Box 1242, Glendive, MT 59330**

**COOPERATING SPONSORS OF PROJECT:**

Friends of Makoshika  
Museum of the Rockies- Bozeman, MT  
Carter County Museum

**FUNDING SOURCES:**

6722- \$2,123.99  
6819- \$3,689  
6821- \$1,844

**PROJECT NUMBERS FOR EACH FISCAL YEAR:**

6722- FY25  
6819- FY25 (\$696.09) FY26 (\$2992.91)  
6821- FY26

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

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

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

$\$13.00 \times 8 \text{ hours} = \$104 \times 5 \text{ days} = \$520 \times 12 \text{ weeks} = \$6,240$

$\$6,240 + \$825.99 \text{ (unemployment, FICA, etc.)} = \$6,831 + \$547 \text{ (8\% indirect costs)} = \$7,656.99$

**FY25-\$3,132.41**

**FY26-\$4,524.59**

**ESTIMATED TOTAL COST OF INTERNSHIP: \$7,656.99**

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

Yes  No

**IF SO, PLEASE LIST NUMBERS ATTACHED TO THOSE:**

**ADDITIONAL INFORMATION:** The intern can stay in the Dawson Community College dorms and Friends of Makoshika group will cover the cost, but the intern is responsible for any damages that may occur during the stay. The college is located only a few minutes from Makoshika State Park.