



2025 STUDENT PAID SUMMER INTERNSHIP FOCUS: BIOLOGICAL THREATS

Details:

The Native American Fish and Wildlife Society (NAFWS) is recruiting to employ a Native American undergraduate (preferred; however, graduate student will be considered) majoring in physical sciences, biological/ecological sciences, natural resources, Tribal relations, or a related field to complete an internship.

The Intern will receive \$24.21 per hour for 20 hours/week for a 90-day term internship over the summer period. The intern's duty station is remote in the US. Additionally, the Intern will receive opportunities to travel, and approved travel is included.

Responsibilities:

The Intern will be responsible for assisting the NAFWS Wildlife Health Initiative in addressing Tribal wildlife health-related issues, concerns, and management strategies across the US, supporting administrative tasks, and helping with other assignments that will enhance and meet the NAFWS' mission and priorities.

Intern will travel to and attend an approved event related to CWD and WNS. As an NAFWS Intern, they will attend and support all staff throughout a NAFWS-sponsored event.

Throughout the internship, the Intern will be responsible for conducting themselves in a manner that coincides with the Articles of Incorporation, Strategic Plan, Code of Ethics, Conference Code of Conduct, and other NAFWS regulations, policies, and procedures. Interns will be representing NAFWS in a professional work environment and are expected to conduct themselves in a professional manner, including following guidance and direction from NAFWS staff.

Start Date: May/June 2025 **End Date:** July/August 2025 (Specific dates are negotiable.)

Duties

- Assist with efforts to inform risk assessments and management decisions by considering wildlife's cultural and social value to Indigenous communities.
- Assist in addressing White Nose Syndrome (WNS) and Chronic Wasting Disease (CWD) and responsiveness in mitigating the disease in populations managed by tribal wildlife management agencies.
- Assist with developing CWD and WNS trainings and travel to one NAFWS regional training.
- Opportunity to coordinate, collaborate, and learn from qualified staff to build interest in CWD and WNS related scientific research and data collection in Indian Country.
- Assist with administrative or other assignments to support the Wildlife Health Initiative and NAFWS priorities
- Complete a short story or essay for the NAFWS newsletter, *From the Eagle's Nest*
- Complete an individual biography for the NAFWS website and social media
- Complete and submit an evaluation of the NAFWS Internship
- Attend and support all staff throughout a NAFWS-sponsored event
- Other duties as assigned

Knowledge/Skills Required

- Currently enrolled undergraduate student at an accredited college/university; however, a graduate student will be considered
- Majoring in majoring in physical sciences, biological/ecological sciences, natural resources, tribal relations, or a related field
- Ability to perform some work assignments independently and/or in team situations with minimal guidance.
- Effective communication skills. The applicant must demonstrate the ability to communicate effectively, orally and in writing. Ability to deal effectively with personnel from all levels of Tribal, Federal, and State governments, academia, special interest groups, and the general public.
- Working knowledge of and respect for Tribal and federal governments, Tribal treaties, agreements, laws, policies, and sensitive issues associated with managing fish and wildlife resources.
- Effective computer software skills. Must possess the ability to use Microsoft Word, Excel, Adobe Acrobat, Google Sheets, and other commonly used video conferencing programs such as Zoom or Microsoft Teams.

Supervision

The applicant is under the direct supervision of the Wildlife Connectivity Coordinator.

Physical Demands

The majority of work will be accomplished in a remote office environment and will include standard demands associated with this setting. Minimal lifting of office equipment and other work office environment items may be required. A minimum of 20

Questions and/or to Send Materials to:

Shailyn Wiechman, Wildlife Connectivity Coordinator, smiller@nafws.org
Address: 10465 Melody Dr, Ste. 325, Northglenn, CO, 80234

pounds may be required to be lifted. Interns must be able to perform physical activities associated with outdoor training.

Employment Requirements

The Native American Fish and Wildlife Society is an Equal Opportunity Employer and does not discriminate in any personnel practice.

Native American or Alaska Native employment preference. As provided in the NAFWS Employee Handbook and as authorized by Federal law, the NAFWS will provide an employment preference to applicants who are enrolled members of a federally recognized Indian Tribe or an Alaskan Village.

Veteran employment preference. As provided in the Society Guide to Personnel Management and as authorized by Federal law, the NAFWS will provide an employment preference to applicants who are veterans of the U.S. Armed Services.

Interns will be subject to reference checks and a background check

To apply, submit the following:

1. Complete General Application and Essay
2. Resume or CV
3. 1 Letter of Recommendation (Must be submitted by the Recommender, not the student/applicant)
4. If you claim Indian Preference, you must submit a copy of your Tribal ID, [CDIB](#) or [Form BIA-4432](#).
5. If you claim Veteran Preference, you must submit DD Form 214, Certificate of Release or Discharge from Active Duty

Application closing date is March 28, 2025 @ 10:00 PM MT.

Please make sure that your application is submitted on time, letters of recommendation should also be submitted by the recommender by the deadline.

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**2025 STUDENT PAID SUMMER INTERNSHIP
GENERAL APPLICATION**

FULL LEGAL NAME: _____ DOB: ____/____/____

MAILING ADDRESS: _____

EMAIL: _____ PHONE: _____

COLLEGE/UNIVERSITY: _____

MAJOR/MINOR: _____ EXPECTED GRAD. DATE: _____

TRIBAL AFFILIATION: _____

(PLEASE SUBMIT SUPPORTING DOCUMENTS.)

ARE YOU A VETERAN? YES NO T-SHIRT SIZE: _____

ESSAY

On a separate sheet of paper, please type a short 300-500 word essay to answer:

Typed: 12-point font, Times New Roman, Double-spaced

- In your own words, define wildlife health.
- Describe how biological threats involving fisheries, wildlife, forestry, range, and watersheds can impact natural resource management activities. How does it impact Traditional ecological knowledge?
- Why is wildlife health important? How does it connect to your culture, language and/or traditions?
- Describe your interest in wildlife health/biological threats and your knowledge of its application on your reservation or community. How would you improve it?
- How will this internship aid in accomplishing your personal and career goals?

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LETTER OF RECOMMENDATION: GUIDELINES & TIPS

STUDENT:

1. Identifying a Recommender:
 - a. Recommender should not be a relative (i.e. parent, legal guardian, grandparent, sibling, uncle, auntie, etc.)
 - b. Recommender can be: professor, coach, job supervisor, Tribal leader
 - c. Recommender should be familiar with your academic work, involvement and volunteer experiences, interest in natural resources or work qualities
2. Requesting an LOR from your Recommender:
 - a. Request a LOR as soon as possible, recommendation is request letters 2 weeks before the deadline at minimum
3. Ensuring a great LOR from your Recommender:
 - a. Send a recommender your resources to help them write a letter: updated resume, completed essay, description of the opportunity you are applying to (i.e. intern description, scholarship advertisement), link to the organization or agency that is providing that opportunity (i.e. NAFWS website link)
 - b. You can suggest recommender what to include in their letter:
 - i. “May you include the research project we worked on together in my LOR?”
 - ii. “Can you share the story about when I took the lead as a Team Captain to highlight my leadership skills”
4. Remind your Recommender:
 - a. Send a reminder (email, text, phone call, in-person) to your Recommender to ensure they submit their LOR by the deadline.
 - b. Ensure that you send the LOR submission instructions to your Recommenders. Depending on the application, sometimes Recommenders have to upload online, send to a specific contact.

RECOMMENDER:

You must submit the letter directly to the Wildlife Connectivity Coordinator (contact in footer). See suggested guiding questions below to answer in LOR:

1. What length of time have you known the applicant, what is your relationship to the applicant?
2. Please describe the applicant’s career goals, what steps they are taking to accomplish them that you have witnessed or know about?
3. Does the applicant work well in a group setting?
4. What are the applicant’s strengths and areas of growth? Share any anecdotes that relate to skills, qualifications, characteristics of the applicant.

Please note the **deadline** for receiving applications and related materials is by 10:00 pm Mountain Time on **March 28, 2025**

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