



## About Us

As Kansas City's Botanical Garden, Powell Gardens provides 175 acres of recreation, adventure, and exploration. Established in 1988, Powell Gardens is a non-profit, public garden containing display gardens with rotating botanical displays, notable plant collections, seasonal programming and events, a three-mile nature trail, educational classes, art, architecture, breathtaking views, and more.

We believe our team members are our most important asset. By building strong relationships with each other, we can ensure that our guests have the best possible experience. If you love working in a beautiful setting and want to leave your mark in the gardening world, Powell Gardens is the place for you! Experience our beautiful gardens and join our team of experts.

## Summary

Are you an aspiring educator interested in gaining some experience with informal education and life science? Powell Gardens is looking for an intern to assist with onsite field trips and guided tours during the summer. The Education Intern will have the opportunity to instruct students and adults and to practice hands-on teaching, inquiry, and onsite interpretation strategies.

Interns will gain insight, skills and mentorship through widely diverse gardens and grounds. Interns will be invited to meet and learn from other non-education professionals at the Garden including administration, horticulture, and development. The goal of the internship is to be exposed to diverse specializations within education, theory, and practice, and instill a passion for public gardens.

## Essential Functions

### Research and Development

- Researching and developing content for interpretive materials and educational panels
- Assisting with the creation of lesson plans and curriculum for guided field trips
- Contributing to education training manuals and program resources
- Supporting the development of long-term educational infrastructure
- Designing, preparing, and presenting education programs to visiting groups of students, teachers, and adults
- Conducting topical guided tours to visiting groups
- Program evaluation and modification to fit the needs of various groups

## Other Functions

- Identify other areas within organization where opportunities exist to learn or practice skills related to educational goal
- Support the team in daily administrative tasks and other related tasks as assigned.

## **Education/Experience**

- Currently enrolled in an accredited college or university program centered around education, environmental studies or a related field.
- Interest in using the outdoors as an educational space
- Enjoyment of working with learners of all ages

## **Knowledge**

- Excellent verbal and written communication skills
- Basic knowledge of classroom management and curriculum development
- Proficiency in MS Office
- Ability to handle multiple tasks in a fast-paced environment with exceptional time management

## **Internship Outcomes**

At the completion of the internship, interns will be able to:

- Confidently lead guided tours of the Gardens
- Facilitate K-6 field trips
- Learn how to research, write, and execute field trip plans and guided tours

## **Time Commitment**

Those seeking college credit for the internship, must complete the required number of contact hours required by their respective institution. This internship will be 20 to 30 hours per week. Interns will start the internship in March and end in August.

## **Physical Requirements/Work Environment**

Primarily Tuesday through Saturday, 9 a.m. to 1 p.m., but flexibility is available outside of these hours based on a case-by-case basis. Able to move about outside in varying temperature and weather

## **To Apply**

Applicants interested in this position must submit the following to [hr@powellgardens.org](mailto:hr@powellgardens.org)

- Cover letter addressing the following:
  - Why are you interested in this role and why you would be a great fit
- Resume
- Two lesson plan samples
- Three references: professional, academic, and/or personal

To view the full list of open positions, please go to [www.powellgardens.org](http://www.powellgardens.org)