



# Internship Opportunities in State Parks

**We provide on-the-job training with guidance to help you utilize and increase your skills. You'll have fun and meet other people who love Texas parks.**

**Internships are dependent on park and program needs.**

**Past internship opportunities have included:**

## **Park Operations**

Participation in a full range of tasks to learn all aspects of park operations and management, to include natural and cultural resource conservation/preservation; facility maintenance; interpretation; customer service; and park administration.

## **Interpretive / Educational Program Developer**

Develops and implements interpretive or educational programs; assists in preparing facilities and equipment for programs; works in the field on occasion performing general park maintenance, customer service, and revenue collection duties. Develops marketing materials for programs and prepares presentations for local schools.

## **Cultural Resources**

Assists in the relocation, evaluation, photographing, and documentation of previously recorded archeological sites for compilation in the Cultural Resources Management Plans and Archeological Monitoring Logs for parks within the region. Assists with the location and documentation of development projects within the parks for the purpose of evaluating their impact on cultural resources. Helps with the GPS documentation of structures and features within the parks (particularly historic features and Civilian Conservation Corps areas).

## **Wildland Fire Program**

Works with State Fire Program managers and GIS Specialists to assess fuel load and vegetation characteristics for prescribed fire planning. Uses GIS to create management unit boundaries and determine adequate pre-fire actions. Collects GPS data for threatened and rare species, vegetation plots, trails, and other features. Uses collected GPS data to import into GIS for use in prescribed fire planning and implementation. May assist with prescribed fires and baseline wildfire inventories.

## **Trail Systems Mapping**

Develops a detailed map outlining GPS coordinates of a trail system and key location points and features along the trail. The map will be used between park staff and the local volunteer fire departments. The map will provide responders/rescuers a common name and coordinates for different areas of the park in the event of a rescue.

## **Curatorial**

Collections management project will include accessioning, cataloging, imaging and/or photographing, and re-housing or storing of objects. Will gain experience in collection management and object handling, utilization of computerized collection database management software and digital equipment.

## **Archeological**

Will become skilled in identifying artifacts and researching existing archeological collections by researching archeological reports, identifying and cataloging artifacts, reconciling records, and entering data into an Excel spreadsheet.

## **Financial Management – Recreation Grants**

Will gain experience in grant management and administration by updating financial information in a database, scanning and archiving historical records, reviewing grant applications, and conducting site visits with staff.

## **Recreation Planner**

Will learn about the distribution of public outdoor recreation facilities, geographic information systems, recreation grants, and databases by updating the statewide inventory of public boat ramps and boat pump-out facilities.

## **Program Administration**

Austin Headquarters programs include: Budget, Business Management, Cultural Resources, Customer Service Center, Historic Sites, Director's Office, Facilities Management, Interpretation and Exhibits, Law Enforcement, Natural Resources, Recreation Grants, and Staff Development and Administration. Interns will gain experience by performing administrative duties, research, field assignments, and creating reports or presentations. The programs develop processes, directives, and procedures to ensure compliance with business and operational requirements as set by state and federal laws and internal or oversight agency policy.

## **For more information, contact:**

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# **Get your future off to a great start as a State Parks Intern**

In addition to full-time and part-time jobs in our State Parks Division, TPWD offers a variety of full-time, part-time and summer/seasonal jobs in all of our divisions. Our (paid) Summer Student Internship Program is designed for students enrolled in an accredited college or university who meet minimum requirements. For more information, please visit the Jobs section of our Web site at [www.tpwd.state.tx.us/business/jobs](http://www.tpwd.state.tx.us/business/jobs) or contact (800) 792-1112, ext. 4545.