

## Acadia Youth Technology Team Intern

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Interested in technology and how to use it to enhance outdoor experiences? Then apply for this summer internship in Acadia National Park!

The Acadia Youth Technology Team (AYTT) is a group of four high school-aged students that explore and evaluate uses of technology in Acadia to improve visitor experiences. This summer, the team may focus on projects such as the use of WebCams at significant sites, the use of QR codes in the Wild Gardens, and a technology trail linking existing uses of technology in the park. Work projects may include new initiatives and/or a continuation of work from a previous team. AYTT interns will present their work to the National Park Service and members of the public, engage in filmmaking and social media, and write reports documenting their progress. For examples of previous AYTT projects, visit <https://www.facebook.com/AcadiaYouthTechnologyTeam>

The AYTT interns are based at Acadia National Park Headquarters on Eagle Lake Road on Mount Desert Island. Interns will be paid \$11 per hour and will receive valuable general training and orientation to Acadia National Park. Interns will work 8 hours a day, 5 days a week for 10 weeks.

### **What are the minimum requirements for applicants?**

Each applicant must:

- be at least 16 years old.
- be entering their sophomore, junior or senior year of high school in fall 2015. Applicants entering college may also be considered.
- be available for work Monday through Friday, June 22nd through August 28th.
- have dependable transportation to and from Acadia National Park Headquarters during that time.
- have their own housing.
- be willing to wear the branded polo shirt during work hours.
- be able to carry up to ten pounds of equipment over park trails.
- be willing to complete weekly time cards.

Applications are due Friday, March 13, 2015.

See reverse for details about applying and how interns will be selected.

## How do I apply?

1. Write a one-page cover letter that describes your experience with technology (computers, smart phones, cameras, video equipment, etc.), your experience working as a member of a team, and an example of a project that you have completed or participated in that has involved technology. We will evaluate your ability to communicate in writing using this letter. Style, spelling, and grammar count!
2. Compile a resume and a list of references:
  - Include your name, address, phone number, and email address at the top. **Do NOT include your date of birth or social security number.**
  - Include a parent or guardian's name, address, phone number, and email address. **A parent or guardian must sign your resume to indicate their permission for you to participate in this program. Your parent/guardian will be contacted if you are selected for an internship.**
  - List your year in high school, any relevant courses you have taken, your G.P.A., and any other academic achievements.
  - Describe any volunteer or paid work experience you have had. For each experience, include a brief description of your duties and responsibilities, the amount of time you worked (in months and hours per week), and your supervisor's name and contact information.
  - List three references, their email address, and phone number(s). One of these references must be a teacher. The other two may be supervisors already listed on the application or others who know you well. **Your references will be contacted if you are a finalist for an internship.**
3. E-mail your cover letter and resume to: Paige Steele at [paige@friendsofacadia.org](mailto:paige@friendsofacadia.org). You may also drop it off or mail it to Paige Steele at Friends of Acadia, 43 Cottage Street, P.O. Box 45, Bar Harbor, ME 04609. **Applications must be postmarked or e-mail dated by March 13, 2015.**

## How will applicants be chosen for internships?

A panel of Friends of Acadia and Acadia National Park staff will evaluate your resume and cover letter using the following criteria:

- ability to communicate clearly in writing: demonstrate in cover letter
- experience with technology: describe in cover letter, list courses and work/volunteer experiences in resume
- demonstrated ability to use technology to achieve a particular goal: describe in cover letter
- experience working in a team: describe work/volunteer experiences in your cover letter and resume
- self-discipline, motivation and organizational skills: demonstrate by listing your school G.P.A. and academic achievements in resume
- interest in environmental conservation and education: list work/volunteer experiences in resume

The applicants who best meet these criteria will participate in an interview with a panel of Friends of Acadia and Acadia National Park staff. Their references and parent/guardian will also be contacted. Interview questions will further evaluate the degree to which the applicant meets these criteria. Sample interview questions include:

- Give an example of how you have used technology (computers, smart phones, cameras, video equipment, etc.) to meet a particular goal in your life or someone else's life.
- When you are getting started on a large school project, what do you do?

On the basis of responses to interview questions, along with references, the panel will select one or more interns from among those interviewed. All applicants will learn the status of their application in mid- March.

### **Whom do I contact with questions?**

First, read the following “Other FAQs about the Technology and Innovation Internships.” Secondly, contact Paige Steele, Conservation Project Manager at Friends of Acadia, [paige@friendsofacadia.org](mailto:paige@friendsofacadia.org) or (207) 288-3340.

### **Other FAQs about the Technology and Innovation Internships**

#### Q: Can I start earlier or later than the periods specified?

A: It is highly recommended that interns begin and end their season on the dates listed because of park training and presentations. If an applicant has other commitments that would prohibit participation at any point during the internship, these must be discussed during the interview process.

#### Q: Can I take time off during the summer?

A: Given the short season and the size and number of projects that must be completed, it is not recommended that interns take time off. If time off is required by the intern, it must be discussed during the interview process and will be considered by the employer. Time off for emergencies and bonafide illness will be granted.

#### Q: Can I start my work day earlier or later?

A: No. Most days, the team will need to meet early in the morning to venture out into the park as a group.

#### Q: Is it OK if I don't have my driver's license yet?

A: A valid driver's license is not required for the position, *but dependable transportation is required*. If students do not have their own transportation to and from Park Headquarters, their parents must assure us that they will make sure the student can get to work on time and fulfill the required work hours. Parents will be contacted prior to a job offer to assure us that the student has their full support and they are aware of the level of commitment they are making to support the student in this job.

#### Q: Whom should I select as references?

A: Adults who know you well enough that they can provide an honest assessment of your qualifications make the best references. Anyone you list as a supervisor on your application may be contacted as a reference. Let them know what job you are applying for and give them an understanding of what we're looking for in an intern. Tell them they might be contacted in early to mid-March. Make sure the reference will be available during this time and that they feel comfortable supporting you and being able to give us honest answers.

#### Q: What should I expect at the interview?

During the interview, a group of Friends of Acadia and Acadia National Park staff will ask you questions designed to assess the degree to which you meet the qualifications listed on the job announcement. The interview is also for you: it's your opportunity to ask us questions about the position. We hope interviews will be a conversation between you and us about your interests and passions and how they could add to our team.

#### Q: May I use this experience as an internship for school credit?

Check with your school to see if they think it would qualify. Friends of Acadia and Acadia National Park will consider working with you to fulfill your school's requirements and paperwork.