



**Environmental Traveling Companions
Sea Kayak Program
Field Intern
Job Announcement**



Description of Organization

ETC is a nonprofit, volunteer-based organization that provides outdoor adventure and environmental education experiences for people of all abilities. ETC conducts one- to three-day Sea Kayak, Whitewater Rafting, and Cross Country Skiing trips for youth and adults from under-resourced backgrounds and people with disabilities, as well as extended Youth Leadership Programs for under-resourced youth.

Position Description

The Field Intern position is a seasonal 3- to 6-month position. The Field Intern will be trained as an adaptive sea kayak guide on one- to five-day sea kayak trips on San Francisco Bay and Tomales Bay for people with disabilities and youth and adults from under-resourced backgrounds. The Field Intern may also assist the Sea Kayak Program Manager with administrative projects as needed.

The Field Intern works closely with the Sea Kayak Program Manager, Operations Manager, Program Associate, 1-2 other seasonal Field Interns, and ETC's volunteer Trip Leaders and Guides.

Duties & Responsibilities

- Provide meaningful, educational, and fun outdoor experiences for ETC participants
- Work within a team of guides to ensure trips are operated in a safe manner
- Take initiative to facilitate activities focusing on group development, kayak instruction, environmental education, and human and natural history
- Aid with trip logistics including but not limited to food buys and preparation, equipment preparation and maintenance, and cleaning/organizing storage facilities and overnight locations
- Occasionally assist with administrative tasks including trip preparation/follow-up and communication with agencies, participants and volunteers
- With the help of the Program Manager, develop and carry out an Intern Project to help improve the Sea Kayak Program

Qualifications

- Enthusiasm for sharing the outdoors with people of all abilities
- Strong organizational and communication skills
- Experience working with youth or people with disabilities a plus
- Experience with environmental education or leading outdoor trips preferred
- CPR and First Aid Certified, or willingness to get certified before starting the position (Wilderness First Aid or Wilderness First Responder are preferred)
- Previous experience with sea kayaking preferred
- Reliable transportation to Sausalito, CA and Inverness, CA for trips

Training

- Participation in ETC's Sea Kayak Guide School
 - April 1-2 in Tomales Bay
 - April 14-17 in Sausalito/Angel Island
 - March 29, April 12, April 26 - Virtual Evening Sessions
- Participation in ETC's Inclusion Training
 - May 20-21 in at ETC's river camp, Coloma CA
- Individual training from Sea Kayak Program Manager
- Ongoing skills development throughout employment

Term & Commitment

- 3-6 month term starting April/May 2023 (potential to start later)
 - Preference to applicants who can complete all portions of Guide Training and those who can complete full 6 month term
- Sea kayak season runs through November
- Field Intern works 12 days per month, scheduled at the beginning of each month. Interns will be asked to work on weekday and weekend days and on overnight trips. We can work with you to accommodate your schedule and availability around existing program trips.

Reports To

- Sea Kayak Program Manager

Compensation

- Monthly stipend DOE starting at \$600/month
- Use of ETC sea kayak equipment for personal use (subject to ETC boat use policy)
- Access to ETC's pro purchase programs with various outdoor equipment manufacturers

To Apply: Submit cover letter and resume, and application (available at etctrips.org/join-our-team) by email to Andrew Miller, Sea Kayak Program Manager: kayak@etctrips.org