



## Internship Position

### Program Focus: Tree Care

**Schedule:** Wednesday, Thursday, and/or Friday, 10-15 hrs/week

**Salary:** This is an unpaid internship. A stipend will be provided to assist with transportation expenses.

### Summary

The Tree Care Intern will support the Tree Care department implementing care of 1-5 year-old trees planted by Friends of the Urban Forest (FUF). The goal of this internship position is to learn young-tree pruning skills, arboriculture, and urban forestry skills. After learning comprehensive pruning skills, interns will assist with training and managing volunteers during weekly tree care workdays.

The position involves both office and field work including computer work, some heavy lifting (40 pounds), and driving a FUF vehicle (if candidate possesses a valid California driver's license). You will also be required to design and execute a capstone project tailored to your area of interest with the goal that you take an active role in your learning. FUF will provide professional development training and opportunities to engage with San Francisco's environmental leaders.

### Educational Objectives

- Arboriculture, Urban Agriculture, and San Francisco tree species identification
- The care of young trees, structural pruning, tree diseases and conditions
- Customer service associated with tree care advice and assistance
- Data management
- Volunteer management
- Arboriculture-related capstone project

### Details and Responsibilities

- Implement the FUF model for young-tree training to encourage a long-term stable structure
- Use tools and materials to maintain the hardware surrounding young FUF trees
- Answer basic phone calls and inquiries through the FUF Tree Care Hotline
- Engage with curious citizens while in the field to answer basic tree and plant care questions and inquiries concerning the FUF Greening Program
- Maintain tools and materials for the FUF Tree Care program in clean and working order

### Requirements

- Proficiency in digital communications and database management software a plus
- Must be able to commit to the entire internship period and to follow a mutually agreed-upon schedule
- Must be in good physical condition and able to perform physical labor

- Individuals with a valid driver's license and a clean driving record will be preferred
- Fluency in Spanish, Mandarin, and/or Cantonese is desired
- Participate in office culture of environmental stewardship through cultural activities including but not limited to: limiting waste, properly disposing of waste in sorted bins, and picking up trash in the field and at FUF headquarters

## **Work Environment**

While performing the duties of this position, the intern is regularly exposed to outdoor weather and working conditions. The noise level in the work environment is usually moderate. Office workspace is "hoteling" in nature and interns should not have any expectation that any assignment is permanent.

## **Physical Demands**

The physical demands described here are representative of those that must be met by an intern to successfully perform the essential functions of this job. While performing the duties of this position, the intern is regularly required to talk and hear. This position is very active and requires standing, walking, bending, kneeling, stooping, crouching, and crawling. The intern must frequently lift and move items over 40 pounds, and load tools and planting materials into and out of vehicles. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.