



Terrestrial Wildlife Ecology Laboratory – Ohio Division of Wildlife

# Internship Program Summary

(Revised 07-01-2015)

**Purpose:** To provide students an opportunity to acquire hands-on experience in the fields of wildlife biology, wildlife management, and environmental education. Interns will be given a unique opportunity to: (1) gain valuable and diverse field experience, (2) observe daily operations of the state's principal wildlife agency, and (3) form beneficial professional relationships with wildlife biologists and managers. Through such experiences and interactions, interns will have the opportunity to gain personal insight into the kinds of wildlife-related work that they would like to pursue in their professional careers and to shape their educational programs accordingly.

## Employment opportunities:

- *Wildlife-biology summer internships* typically are available at these Ohio Division of Wildlife research field sites:
  - o Olentangy Wildlife Research Station; Delaware, Ohio (Delaware County)
  - o Division of Wildlife Headquarters; Columbus, Ohio (Franklin County)
- *A Wildlife-management summer internship* typically is available at the Ohio Division of Wildlife's District-One Office in Columbus, Ohio (Franklin County)
- *An environmental-education summer internship* typically is available at Old Woman Creek National Estuarine Research Reserve; Huron, Ohio (Erie County)

**Probable term of employment:** Twelve weeks, mid-May through mid-August.

**Rate of pay:** \$10.00 per hour (\$380 for a 38-hour week.) (Interns are employed and paid by the university and work as "volunteers" of the Ohio Division of Wildlife [ODW] under the supervision of ODW professional staff.)

## Examples of typical intern duties:

### *Wildlife Research Station:*

- o capture and band doves and waterfowl
- o survey and monitor avian populations
- o survey and characterize vegetation
- o layout vegetation plots for wildlife research
- o draft publications and brochures
- o use GPS and radio-telemetry equipment to document location and movement of wildlife
- o enter data into spatial databases for mapping and GIS analysis
- o check nest boxes
- o conduct mammal surveys

### *District Office:*

- o capture and band doves and waterfowl
- o assist DOW staff in the capture of nuisance animals
- o answer inquiries from the public regarding wildlife issues
- o assist DOW staff in development and staffing of wildlife-oriented fair exhibits
- o assist with electro-shocking activities for assessment of fish populations
- o organize files and enter data into computer databases

### *Old Woman Creek National Estuarine Research Reserve:*

- o create educational brochures, leaflets, and displays
- o give presentations to estuary visitors

- develop instructional programs
- lead groups on tours of the estuary

### **Internship Requirements:**

Students selected for internships will meet with Dr. Gates and Mr. Mike Reynolds during the spring semester preceding the start of internships to prepare the students for their respective assignments. The first half of the meeting will be used to orient interns to the mission and organizational structure of the Ohio Division of Wildlife and to the work that commonly is performed at research stations and district offices. The second half of the meeting will focus on duties that students probably will perform as interns, and on possible independent-study projects that might be assigned to them. In addition, students will receive guidance on the Ohio Division of Wildlife's expectations of student interns and how students can most benefit from their internship opportunity.

As part of their internship responsibilities, interns will be expected to:

- perform duties as assigned by ODW work station supervisor
- complete a mid-season Periodic Internship Summary and submit it to Dennis Hull
- complete a mid-season Assessment of the Internship Experience and submit it to Dennis Hull
- meet with ODW work station supervisor to receive a mid-season performance evaluation
- conduct and complete an approved independent study project (if assigned)
- prepare a final written report on the independent study project (if assigned)
- take photographs during the summer for use in an oral presentation to be developed after the internship
- complete an end-of-internship Periodic Internship Summary, and a final Assessment of the Internship Experience, and submit them to Dennis Hull
- meet with ODW work station supervisor to receive a final performance evaluation

Interns who have not graduated prior to the term of their internship, and who are SENR students, are expected to enroll in ENR 4191 (Professional Practice in Environment and Natural Resources; 2 credit hours) during the autumn semester following their internship.

Shortly after the beginning of autumn semester immediately following the internships, Dr. Gates and Mr. Reynolds will briefly meet with each intern individually to review the supervisor's evaluation of the intern and to discuss the intern's assessment of his/her internship experience. After meeting with interns individually, Dr. Gates and Mr. Reynolds will meet with the interns as a group to provide instruction on completion of ENR 4191 assignments. Near the end of autumn semester, Dr. Gates and Mr. Reynolds will meet with interns as a group to review completed ENR 4191 assignments.

Specific ENR 4191 assignments will include:

- attend scheduled early semester meetings with Dr. Gates and Mr. Reynolds
- develop and submit a professional resume and cover letter for review/comment by Dr. Gates and Mr. Reynolds
- develop an oral presentation (i.e., using PowerPoint) of intern experience
- meet with Dr. Gates and Mr. Reynolds near the end of the semester to receive their feedback on cover letter and resume assignment, and to practice oral presentations
- deliver an oral presentation of the internship experience to the OSU Student Chapter of The Wildlife Society or similar venue
- submit finalized cover letter and resume, finalized report of independent study (if assigned), and printout of PowerPoint presentation to Dennis Hull