

Job Type	Part-time paid Internship – in-person or hybrid.
Work Location	Leopold’s Preserve, 16290 Thoroughfare Road, Broad Run, VA
Salary Details	Stipend of \$12/hour. Maximum of 180 total hours.
Application Deadline	Rolling - must apply at least 4 weeks before desired start date.
Required Experience	0 - 1 years

The White House Farm Foundation is seeking a part-time Field Conservation Intern for spring through summer 2025 to work at Leopold’s Preserve in Broad Run, Virginia. This internship aims to support the management of Leopold’s Preserve, a 380-acre park featuring over seven miles of public trails. Interns should be familiar with field monitoring, invasive species management, habitat restoration, water quality data collection, forest stewardship, and best management practices on private land. The position combines both field and office work, with most tasks in late spring and early summer taking place outdoors. Fieldwork includes collecting GPS and water quality data, conducting inventories of invasive and native plants, controlling weeds, and monitoring through vegetation and forest structure surveys. Office work encompasses data entry and special projects. The intern will significantly enhance our knowledge of local biodiversity and the effects of land management and conservation practices on sustainable land use through research, education, and community engagement. This internship offers a unique opportunity to develop various skills, engage in research, and connect with professionals in a small nonprofit environment.

Job Duration and Schedule

The internship will consist of 12 hours of work per week over 15 weeks, totaling 180 hours. Most work weeks will include one full day (8 hours) and one half day (4 hours). Schedules may vary slightly based on workloads and the intern’s needs. WHFF will consider more substantial modifications to this schedule (e.g., an 8-week internship) on a case-by-case basis at the applicant’s request.

Essential Functions

- Monitoring native and invasive plants.
- Surveying, data collection.
- Data entry and analysis, making graphs, and writing reports.
- Communicating and working directly with staff, the public, property owners, and contractors through face-to-face contact, telephone, written, or email correspondence.
- Collects water quality and vegetation data.
- Assists with outreach and educational activities to inform the public on natural resource conservation issues.

Minimum Qualifications

- Some knowledge of grassland plants is preferred, but strong applicants with the aptitude to learn plants quickly will also be considered.
- Interest in studying pollinator communities and their interactions with grassland plant communities.
- Must be able to walk long distances. Conditions include working in fields in hot, humid weather during the summer with ticks and occasional exposure to poison ivy.
- Must be able to lift 25 pounds repetitively throughout the day to complete necessary work tasks during biological field work.

Desirable Additional Experience, Abilities, and Attributes

- A strong work ethic and a positive professional attitude. The intern will likely be in a position where they will interact frequently with visitors and volunteers.
- Personal and/or professional experience engaging with underrepresented communities and/or individuals in a welcoming and respectful way and supporting diversity, equity & inclusion practices.
- Experience collecting field data and maintaining field notes
- Good oral and written communication skills
- Maintains positive, cooperative relationships with others and conducts work in a professional manner.

Working Conditions

- The position will work in the field approximately 80% of the time and in the office 20% of the time. Office work can be completed at the Foundation's office in Bristow, VA or virtually at a location of the intern's choice.
- Fieldwork includes working in and around urban areas, meadows, forests, streams, and ponds with dense, thorny vegetation, steep slopes, and other hazardous terrain.
- Physical exertion is required, such as walking and carrying equipment and tools weighing up to 25 pounds.
- Office work includes working at a desk, using a computer, and standing at a table.

Eligibility Requirements

- Must be a currently enrolled undergraduate student studying Natural Sciences, Biology, Natural Resources Management, Environmental Sciences, or a related field.
- Minimum 2.50 GPA in a bachelor's degree program.
- Must have a valid driver's license and reliable transportation to travel to work.
- Must have access to a laptop or personal computer.

To apply, submit the following information via email to info@whfarmfoundation.org:

- Statement of interest in conservation and land management.
- Current college transcript showing name of institution, GPA, and relevant coursework. Unofficial transcripts are acceptable.
- Desired internship start date and any scheduling constraints.
- Availability for an in-person interview/site visit at Leopold's Preserve.

Leopold's Preserve is a 380-acre park located in western Prince William County. It is privately owned and managed by the White House Farm Foundation (WHFF), a 501(c)(3) nonprofit dedicated to conservation and education. The property features a 7-mile trail system that is free to access and open to the public daily, allowing visitors to explore diverse habitats, scenic overlooks, and historic sites.

At the White House Farm Foundation, we value the strength that arises from a variety of perspectives and experiences, and we are committed to providing an inclusive and supportive space for our entire team. Therefore, we encourage individuals from all races, ethnicities, genders, sexual orientations, abilities, and socioeconomic backgrounds to apply for our internship opportunities.

###