

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 \$13/hour. Maximum of 300 total hours.
Application Deadline	Rolling - must apply at least 4 weeks before desired start date. Applications will close when a suitable candidate is hired.
Required Experience	0 - 1 years

The White House Farm Foundation is seeking a part-time Field Conservation Intern for spring through summer 2026 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. This internship offers a unique opportunity to develop various skills, engage in research, and connect with professionals in a small nonprofit environment. The position combines both field and office work, with most tasks in late spring and early summer taking place outdoors. The position reports to the Leopold’s Preserve Park Manager.

The intern will complete a capstone research project with guidance from White House Farm Foundation’s experienced staff team. This project will be developed collaboratively with staff to fit the intern’s skills and interests, while supporting conservation needs at Leopold’s Preserve. Possible projects include (but are not limited to) species inventories, development of public education materials, and assessment of habitat restoration practice efficacy.

Job Duration and Schedule

The internship will consist of 20 hours of work per week over 15 weeks (mid-May through the end of August), totaling a maximum of 300 hours. Most work weeks will include two full days (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 or an earlier start date) on a case-by-case basis at the applicant’s request.

Essential Functions

- Complete a capstone research project under staff guidance, as described above.
- 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.
- Assists with outreach and educational activities to inform the public on natural resource conservation issues.

Minimum Qualifications

- Some knowledge of Virginia flora 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 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 interact frequently with visitors and volunteers at Leopold's Preserve.
- Personal and/or professional experience engaging with underrepresented communities and/or individuals in a welcoming and respectful way and supporting inclusive 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 suburban 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 at a Virginia institution (including community colleges and public/private colleges and universities).
- 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.

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.

The White House Farm Foundation is a proud participant in the InternshipsVA program.

###