



# Conservation Biology Apprenticeship

in partnership with the Minnesota Valley National Wildlife Refuge

**Are you looking to build skills in biological monitoring and habitat restoration? Are you passionate about connecting communities, people, nature and wildlife? Do you want to gain marketable field skills and career networking opportunities while being compensated for your work?**

Minnesota Valley National Wildlife Refuge Trust, Inc. (Trust) and Minnesota Valley National Wildlife Refuge and Wetland Management District (Refuge) have partnered together to provide paid, developmental opportunities for individuals who are committed to diversity, equity and inclusion in the field of conservation.

We are hiring **two full-time, two-year Conservation Biology Apprentices** to join our Biology Department to work alongside Us Fish and Wildlife Service (USFWS) professionals and learn how to manage, restore, and protect vital natural resources.

## As a Biology Apprentice you will:

- **Conduct** plant, invertebrate and bird surveys in diverse habitats across the Twin Cities Metro Area and South Central Minnesota
- **Manage** invasive species (will include herbicide application).
- **Support** public education and outreach programs alongside Refuge staff and volunteers
- **Assist** the refuge on various habitat restoration projects and administration processes
- **Explore** various career paths, gain new skills and network with Refuge and Trust staff, local organizations, and existing partners within the field of natural resource management.

## Position Details

**Term Dates:** June 2024 - Late May 2026

**Location(s):** Minnesota Valley National Wildlife Refuge

- Bloomington Education and Visitor Center, 3815 American Boulevard East, Bloomington, MN 55425
- Rapids Lake Education and Visitor Center, 15865 Rapids Lake Road, Carver, MN 55315

**Wage:** \$18.49 per hour

**Hours:** Typical hours are 7:30am - 4:00pm (some evening and weekend hours due to field activities)

**Benefits:** Paid time off, federal holidays, life & disability insurance, employer contribution to health and dental insurance, employer match to retirement plan. Gear and training stipend. Uniform shirts provided.

## Required Qualifications:

- Post-secondary 2 or 4-year degree
- Valid driver's license
- Pass federal background check
- U.S. Citizen or permanent resident of the United States

## Preferred Qualifications:

- Strong interest in one or more of the following: community outreach, habitat and wildlife management, biology, ecology or entomology
- Excellent written and verbal communication
- Ability to work independently and as part of a team, detail-oriented and organized, ability to follow oral and written direction
- Experience with or desire to learn Midwest plant and animal identification
- Experience with or desire to learn GPS and GIS technologies, canoes, ATVs, farm equipment, and mowers (please note experiences on resume)

*This position includes working in both indoor and outdoor settings. Outdoor working conditions may include the following: being outdoors for extended periods of time in all weather conditions, exposure to biting/stinging insects and ticks, exposure to poisonous plants, and hiking over uneven terrain through tall vegetation while carrying heavy equipment weighing up to 45 pounds.*

**On the Job Training:** Apprentices will gain marketable field skills and career networking opportunities to further their career in natural resources. Training and experience will include conducting wildlife and plant surveys, designing and managing habitat restorations, building skills with ArcGIS Field Maps and navigation, pesticide application, heavy equipment operation and much more. Apprentices will be mentored by USFWS professionals and network with Trust employees and Refuge staff, interns and volunteers and community partners.

**Special Hiring Authority:** Apprentices may be eligible to receive a Department of the Interior Public Lands Corps non-competitive hiring authority certificate upon completion of their term of service. More information provided upon request

---

## Applications due by 10 pm CST on March 9

**To Apply:** Submit the following information in ONE document to [jobs@mnvalleytrust.org](mailto:jobs@mnvalleytrust.org):

1) 1-page personal statement addressing the following questions:

- How does your lived experience align with our goals of connecting communities, people, nature and wildlife and diversifying the conservation profession?
- How will this opportunity further your personal or career goals as they relate to the field of conservation?

2) Resume noting education, experience and skills

3) Unofficial transcripts from post secondary school

4) List of three professional or academic references

**In the subject line, please include first and last name and position(s) for which you are applying.**

**For more information please contact Jasmine Curtis**

**Email: [jcurtis@mnvalleytrust.org](mailto:jcurtis@mnvalleytrust.org)**

*Funding for this project was provided by the Minnesota Environment and Natural Resources Trust Fund as recommended by the Legislative-Citizen Commission on Minnesota Resources (LCCMR).*

*The Minnesota Valley Trust is an Equal Opportunity Employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran or disability status. Persons who are committed to diversity, equity and inclusion are encouraged to apply, as are members of groups that are historically underrepresented in conservation careers. Learn more at [mnvalleytrust.org](http://mnvalleytrust.org).*

