

## University & Research Internship 2024



Gain hands-on experience at a marine science field station while learning valuable technical and interpersonal skills. University & Research (U&R) Interns are immersed in the daily operations of the Chincoteague Bay Field Station, conduct research, and develop leadership skills as they support college students as resident advisors. Internships occur during our four summer sessions, beginning two weeks prior to, and ending at the completion of summer sessions. The intern will work three out of the four sessions and may attend a course during their session off.

**Dates of employment:** May 6 - August 10, 2024 (subject to change)



### Duties

U&R Interns will be immersed with the U&R program staff in all aspects of the summer U&R program including equipment and lab maintenance, assisting U&R staff with field excursions, and leading and supporting the college community. Interns will also be responsible for designing, implementing, and reporting an original relevant research project. The duties of U&R Interns are split into three categories: **Research**, **Program Maintenance**, and **Residential**.

- **Research** - approximately 8 hrs/week
  - Design and conduct a field-based research project relevant to the goals of the Field Station
  - Assist in ongoing research projects with CBFS faculty as available
  - Report on research during the final session of the summer to staff, students, and faculty
- **Program Maintenance (PGM)** - approximately 16 hrs/week
  - Establish and maintain aquaria, water quality, and locally collected organisms
  - Prepare and maintain lab and field equipment
  - Maintain and prepare labs for faculty and summer programs
  - Assist in the field with summer courses when needed
  - Assist with office tasks
- **Residential (RA)** - approximately 16 hrs/week
  - Create a welcoming atmosphere for all students
  - Assist with check-in and check-out procedures
  - Enforce rules and assist students with residential issues
  - Develop and lead recreation activities
  - Act in a role similar to a residential advisor on university campuses

- Be on call 2 or 3 nights per week to assist with student needs (does not accrue towards internship hours unless called into action)

### Required Qualifications

- Must have completed a minimum of 60 college credits, or be a recent graduate
- Ability to work independently
- Must be willing to work nights and weekends
- Must be able to lift at least 50 lbs
- CPR & First Aid certified – valid through August 2024
- Valid driver's license with clean driving record (2 or fewer minor traffic violations in the last 2 years)

### Desired Qualifications

- Enjoy working with peers and being a leader
- Responsible and able to be a role model to peers
- Interest in fieldwork, field equipment, and aquaria
- Ability to actively seek guidance and learn from mentors (staff, administrators, educators, and peers)
- Previous experience at the Chincoteague Bay Field Station
- Computer skills (Microsoft Office, database management, etc.)
- Experience with or desire to learn water quality management, animal husbandry, and standards for the maintenance of aquaria

### Terms of service

- Dates: May 6 - August 10, 2024; Interns will work three of the four sessions with one 3-week session off. Interns will have the option to take a class during their session off.
- Housing will be provided as a private room in either one of our residence halls or furnished apartments.
- Complimentary meals in the cafeteria when open.
- Stipend of \$1000
- Report daily to U&R Coordinator and Assistant Coordinator.

### Application Procedure

Fill out the U&R Intern application form on our website ([www.cbfieldstation.org](http://www.cbfieldstation.org)), including contact information for three academic and/or professional references, as well as an electronic attachment of a cover letter and resume.



Any questions can be directed to:

Ashley Pulscak - University and Research Coordinator  
Chincoteague Bay Field Station  
[ur@cbfieldstation.org](mailto:ur@cbfieldstation.org)  
(757)824-5636 Ext. 105

*We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.*

