

Henry's Fork Foundation

Internship

Henry's Fork Foundation is now accepting applications for the **2023 Summer Season**. Help us **Conserve, Protect, and Restore** the unique **Fisheries, Wildlife, and Water Resources** of the Henry's Fork Watershed!



Dates:
June 5th – Aug 25th

Location:
Ashton, ID



Application
Deadline:
3/1/2023

**Paid
Internship**

Don C. Byers Outreach and Fundraising Internship

- Donor Outreach
- Plan and Organize Fundraising Events
- Riparian Fence Maintenance

Learn about
watershed
management
and conservation
from the
perspective of a
non-profit
organization

Find info about how to apply at
[Henrysfork.org/internship-program](https://henrysfork.org/internship-program)
or scan here! →



Questions? Contact Jasper Davis

Email: jasper@henrysfork.org

Phone: (480) 993-8694



Don C. Byers Outreach and Fundraising Internship

This internship is only open to students who have graduated from or are currently attending one of the high schools in the Henry's Fork Watershed (Madison, Sugar-Salem, South Fremont, North Fremont, Teton). Please specify which of these high schools you attend/attended in your cover letter. You can apply for this internship using Handshake, or by sending a cover letter, resume including the contact info for two professional references, and a copy of your academic transcript to Jasper Davis at jasper@henrysfork.org. Application deadline is on March 1, 2023.

Organization: Henry's Fork Foundation

Organization Overview

The Henry's Fork Foundation is a nonprofit organization that works to conserve, protect, and restore the unique fisheries, wildlife, and water resources of the Henry's Fork Watershed. HFF uses a collaborative, science-based approach to achieve its mission and works closely with water users, hydroelectric power companies, government agencies, and other nonprofit groups.

Job Type

Paid internship, funded by the family of the late Don C. Byers. A \$5,000 stipend will be paid for the equivalent of 12 weeks of fulltime work.

Mentor

Kamberlee Allison – kamberlee@henrysfork.org

Kamberlee joined the Foundation as an intern in June 2018. After the internship, Kamberlee worked in the field as a conservation technician for a year. She then took on a new role and ran the Foundation's youth education, volunteer, and internship programs as the Education and Outreach Coordinator. She now plans and manages the fundraising events and the River Ambassador program, working with members and local Guides and Outfitters as the Foundation's Outreach and Events Manager. Kamberlee grew up just South of Rexburg and spent much of her time recreating on the nearby rivers and reservoirs, including the Henry's Fork. She graduated from BYU-Idaho with a B.S. in Biology and an emphasis in Zoology.

Description

The outreach and fundraising intern's work will be focused on donor outreach and attracting new members. This will include some or all of the following, depending on time:

1. Expand on 2022 intern Emma Doherty's work and create some sort of newsletter targeted specifically at past interns. The goal would be to encourage the past intern network to reconnect with HFF thereby leading to favorable outcomes such as becoming members, helping mentor current year interns, and participating in the Summer Seminar Series as audience members or presenters.

2. Either through a survey or some other means, ascertain major donor's birthdays. Develop a plan to send them some sort of annual birthday gift.
3. Plan, organize, and implement boat ramp BBQ(s). Hosting a BBQ at boat either one or more boat ramps in the late afternoon/evening as anglers finish their day's fishing trips to introduce HFF to potential new members.
4. Create a plan for an intern reunion at the 40th Henry's Fork Days event. The intern wouldn't be involved in the implementation as this wouldn't take place until 2024, but would create the blueprint for what it may look like.
5. Help with the two Summer fundraising events – the 'Henry's Fork Days' and the 'South Fork Gala'. This could be anything from picking up auction items, dropping off posters, helping create promotional materials, or any other assortment of needed tasks.

This position will be 95% office work and 5% field work.

The field work will usually occur when the intern joins fellow interns in the field on their projects. If the intern is available to work into the Fall, then more field work will be incorporated into the schedule, including water quality and riparian zone cattle fence monitoring and repairs.

Qualifications

- Graduated from one of the 5 schools within the local watershed
- Interest in watershed management and conservation from the perspective of a non-profit organization
- Basic background in environmental science or related fields
- Good written and oral communication skills
- Ability to work independently on some tasks and as a member of team on others
- Good time management skills
- Flexibility in work assignments
- Ability to share living space with four or five other interns
- Valid driver's license
- Ability to swim and work comfortably outdoors in and around water in a variety of weather

Additional Work Expectations

While the primary focus of this internship will be assisting with outreach and fundraising, the intern may also be expected to assist with various other programs at HHF including but not limited to: education and outreach, and assisting PhD students and other interns. The intern will also be expected to put together a presentation in a scientific conference framework during the final weeks of the Summer Seminar Series (described in the Work Schedule section below). This

presentation will be a summary of the work completed at HFF throughout the duration of the internship.

What to Expect During the Internship

****Past interns have asked us about specific things that are useful to know, and those items are italicized.***

The Watershed

The 3,200-square mile Henry's Fork watershed lies at the headwaters of the Snake River in eastern Idaho and western Wyoming. The Continental Divide, Yellowstone Plateau, and Teton Range form the watershed's northern and eastern boundaries. Elevations range from 4,300 feet above sea level at the bottom of the watershed to over 10,000 feet along the Teton crest. Irrigated farms of potatoes, grains, and hay dominate land use in the lower half of the watershed. At higher elevations, National Forest and other public lands provide outstanding outdoor recreation, including hiking, climbing, camping, fishing, hunting, cycling, and snow sports. The watershed is very rural, with a total population of around 70,000 people. Agriculture and tourism are the largest economic sectors; HFF's work seeks to maintain a balance between water use for agriculture and streamflow to support world-class fishing and related ecological resources.

Living Arrangements

Interns from out of the Henry's Fork area will live in a co-ed dorm space at HFF's campus in Ashton, a farming community of 1,000 people. The campus is housed in Ashton's old community hospital, which was completely refurbished in 2017 to house HFF's offices, laboratory, interpretive center, and intern/graduate student housing. The dorm space consists of two bunk rooms, two large bathroom/shower facilities, a large open kitchen, laundry facilities, and a living room. Bunk rooms and bathrooms will be gender-separated, but all other living space is shared. *Housing, including linens and all kitchen implements, is provided by HFF, but interns are responsible for their own meals.* If any intern would like to live in separate housing, it is their responsibility to find and pay for separate housing arrangements before the internship begins. They will also be responsible for driving to and from HFF in their own vehicle without fuel reimbursement.

Other than businesses oriented primarily toward tourism and agriculture (auto parts and repair, hardware, etc.), *services in Ashton are limited to a small health clinic and pharmacy, one grocery store, a dollar store, and five small eating establishments* (Mexican, three traditional American diners/drive-ins, and a pizza/sandwich shop). The grocery store is well stocked for a small town but does not carry much in the way of organic and natural foods and is difficult to access from HFF's campus because of a busy highway crossing with no stoplight or pedestrian facilities. The nearest large supermarkets, Walmart, drug stores, and other business are located in Rexburg, about 25 miles southwest of Ashton. There are a few restaurants with broader menu options located in the tourist area of Island Park, 20-30 miles north of Ashton. The closest natural-food stores and restaurants, "finer" dining establishments, and "night life" (e.g., weekly outdoor concerts) are located in Teton Valley, 40-50 miles southeast of Ashton. The closest regional airport is located in Idaho Falls 53 miles southwest of Ashton. The closest international airport is located in Salt Lake City (SLC) 220 miles south of Ashton. The Salt Lake Express

shuttle runs from the airport Salt Lake City International Airport to Rexburg several times a day, but should be booked in advance.

The west entrance to Yellowstone National Park is a one-hour drive from Ashton, and Jackson, Wyoming is about a 90-minute drive. The best climbing and hiking opportunities are 45-60 minutes from Ashton, although outstanding fly fishing can be found 5 minutes away from the campus. *An out-of-state fishing license costs \$108.* Some of HFF's boats and rafts are available for intern recreational use after hours and on weekends, when not being used for HFF's field work. HFF provides company vehicles for work but does not provide vehicles for interns to use on their personal time. *Although not required, a personal vehicle is strongly recommended to allow full enjoyment of the area's recreational opportunities.* Interns without vehicles must rely on those with vehicles for transportation to and from shopping and activities.

The Work Schedule

HFF is committed to supporting a diverse and inclusive workplace and to promoting careers in the environmental and natural-resource sciences among groups underrepresented in these professions. Thus, we will make every effort to adjust assignments to accommodate strong applicants who may initially be uncomfortable with the work requirements described below. However, these adjustments are much easier to make during the recruiting process rather than after interns arrive for the summer, which is why we request that applicants contact us with questions before applying.

**To see HFF's full policy on nondiscrimination diversity and inclusion please [click here](#).*

Interns are expected to work 40 hours per week, on average. Work weeks start with mandatory staff meeting at 9:00 a.m. on Monday. The other mandatory weekly event for interns is seminar, held from 4:00-5:00 p.m. on Tuesday afternoons. For additional information on HFF's Summer Seminar Series and what they entail, please visit <https://www.henrysfork.org/internship-program> and click on the link under the Summer Seminar Series section. For the first 2 weeks of the internship, expect to work more than 40 hours, including some evenings and weekends. These weeks will be filled with orientation and training events—including CPR and first aid for those not currently certified—and with Henry's Fork Days, a week of HFF's most important outreach and fundraising events. *During that week, June 12th – 17th, all interns will be expected to assist the fundraising and event team with no fewer than three events, including a donor reception, HFF's annual membership meeting, and a fundraising dinner and auction on Saturday the 18th attended by 600 of HFF's most dedicated supporters.* Work days during these first few weeks of the internship can begin as early as 6:30 a.m. and end as late as 10:30 p.m. Interns will be given extra time off around July 4 to compensate for the additional work time. Other than June 17th, weekend work will be rare, but it may be necessary to staff the interpretive center and accommodate availability of volunteers and shared equipment, vehicles, or lab space. During the first few weeks, all interns will also participate in educational short courses focused on hydrology and water rights, data analysis and statistics, fundraising, and communications.

After the business of the first few weeks (and it is equally busy for staff), interns will settle into a weekly routine of field, laboratory, and office work, with individual schedules dependent on the

particular internship position. *Not all internships will require field work.* For the internships that do require fieldwork, this can vary between 25% and 75% of the intern's work hours. Field work occasionally begins as early as 7:00 a.m. All field work will require driving to/from field sites, usually 20-45 miles one way. Some field work will be done in teams with the intern's mentor and possibly other interns, staff or volunteers, while other tasks will require the intern to work alone in remote, rural settings. **If you think you will not be comfortable working alone, please request more information about the particular internship(s) of interest to you before you apply.**

Depending on the internship position, field work could include conducting experiments in farm fields, measuring various ecological and physical parameters in the river, surveying river users, and maintaining fences to keep livestock away from streambanks. Field and laboratory work will include use of expensive high-technology equipment as well as boats, rafts, and other standard outdoor equipment and clothing. Field work will be done in all types of weather, aside from lightning and severe thunderstorms. In June, temperatures can be below freezing, and snow is possible at high elevations. During the rest of the summer, temperatures range from 40 degrees to 90 degrees, sometimes spanning that range in a single day. Expect wind, low humidity, and bright sun, all of which add to the physical stress of working at high elevations, especially for those not accustomed to the climate and altitude of the arid western U.S. At the same time, afternoon thunderstorms are possible on any given day, usually producing some combination of strong winds, heavy rain, hail, dangerous lightning, and sudden temperature drops of up to 40 degrees. Orientation and training will cover procedures for conduct under these conditions. **If you have questions about field work and physical requirements of a particular internship, please request more information before you apply.**

As a Henry's Fork Foundation intern you must assist with fundraising and member events, education, outreach and other projects as needed, including water quality monitoring, field work in hydrology and stream ecology, maintaining fish passage facilities, installing/maintaining livestock fences, and staffing HFF's interpretive center. Occasional evening and weekend work will be required on these tasks. *Interns will contribute to the HFF intern blog where they will provide a weekly update on their work to our membership. Interns will prepare to present what they accomplished during their internship in a seminar session structured like a professional conference, with a 5-10-minute presentation followed by a 5-minute period for questions. This seminar session will be scheduled near the end of the internship period.*

You can contact Jasper Davis for more information about the internship.

To learn more about the HFF and the work we do, please explore the following links.

Henry's Fork Foundation website: <https://www.henrysfork.org>

HFF Blog: <https://www.henrysfork.org/blog>



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