

Patuxent Research Refuge

Internship Opportunities

Fall 2017



MNHA Hunting Control Station Manager

Position Title: Meade Natural Heritage Association Hunting Control Station Manager

Number of Positions: 3

Salary: \$225 per week stipend

Location: Patuxent Research Refuge, Laurel, Maryland

Dates of employment: Runs August 13, 2017 - February 1, 2018

Position Description: Meade Natural Heritage Association (MNHA) Hunt Control Station Manager at the Patuxent Research Refuge North Tract. MNHA is a partner of the Patuxent Research Refuge, a National Wildlife Refuge of the U.S. Fish and Wildlife Service, and assists the refuge in carrying out its annual hunt and deer management programs. The Hunt Control Station Manager will be responsible for smooth operation of hunt check station as described below. The refuge is nearly 13,000 acres, predominately forested, between Baltimore and Washington, and straddles both the Little Patuxent and Patuxent Rivers. The refuge seeks to provide diverse array of high quality habitat for a wide variety of native wildlife.

Qualifications: Must have well-developed communication skills and leadership ability and be able to work independently and as part of a team; experience working with hunters at hunter check stations and experience and knowledge in aging deer or identifying waterfowl preferred but will train. Bachelor's degree (or pursuing) in wildlife management, natural resources, or related field, is desired. Knowledge of Microsoft Excel or Access required. Although a work vehicle will be provided for official duties, applicants must have a personal vehicle, and valid driver's license.

Duties: Primary duties include opening and closing the hunt station, daily checking hunters in or out (except Sundays) during hunting season (September 1 – January 31); collecting biological data on all harvested wildlife (primarily deer and waterfowl); occasionally extracting deer jaw bones from harvested deer; following procedures for checking hunters in and out; interacting effectively with hunters, law enforcement, refuge staff, members of the hunt association, and volunteers to ensure that accurate and complete data is collected, hunt operations run smoothly, hunt regulations followed. Intern will also be responsible for summarizing and analyzing harvest data and communicating regularly with the Refuge Biologist. Intern will be required to assist with various duties at the Visitor Contact Station (VCS) such as checking visitors in and out, staffing information desk at the VCS, and assisting with work projects. Work schedule will be 40 hours a week, entail either a sunrise or sunset shift, and may include a weekend day (two consecutive days off during week) with flexibility. Housing on site is included.

How to Apply: Send letter of interest, resume, and 3 references with phone numbers or email addresses by e-mail address below.

Closing Date: Received by July 29, 2017

Contact Person: JD Bolden and Tarik Adams

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