



Commonwealth Corps Service Internship Position Description

Whale & Dolphin Conservation Commonwealth Corps Outreach & Education Specialist

The mission of the Commonwealth Corps service internship program is to engage Massachusetts residents of all ages, backgrounds, and identities in direct service to strengthen communities, address critical needs, and increase volunteerism. Through hands-on experience, Commonwealth Corps members gain professional skills and valuable knowledge while positively impacting diverse communities in our state.

The Massachusetts Service Alliance (MSA) is a private, nonprofit agency that oversees the program and supports host site partners and members to find success throughout the program year. The two Commonwealth Corps members with Whale & Dolphin Conservation will serve 10 months in a full-time capacity. They will join a diverse corps of members across Massachusetts who share a common desire to discover their passion and build their network in service to their communities and the Commonwealth.

The mission of Whale & Dolphin Conservation (WDC) is to amaze people with the wonder of whales and dolphins and inspire global action to protect them. WDC will host two full-time Commonwealth Corps members who will serve as Education Specialist to educate people of different ages, backgrounds, and abilities in Massachusetts. Through their service, members will help increase conservation literacy of marine mammals by increasing our number of individual contacts, seek and build strategic relationships with schools, teachers, and community partners. They will also develop high-quality, inquiry-based lessons and activities centered on marine conservation and science literacy that will continue to be utilized for years to come. In addition, they will leverage 20 volunteers that will be engaged in education & outreach.

What You'll Do:

Essential Responsibilities:

- Complete a minimum of 1500 hours of service, serving through June 21, 2025
- Attend a minimum of 6 Commonwealth Corps trainings and service events held by MSA post orientation.
- Participate in a minimum of 1 hour (full-time members) of MSA-related activities each week. This includes filling out timesheets, completing a bi-monthly reflection or check-in, or other MSA-related tasks or activities.
- Facilitate education programs for schools and communities
- Seek and build relationships with schools, teachers, and community partners to implement WDC education programs on topics including creating healthy seas, climate change, food webs, and marine mammals – including WDC's life-sized, inflatable right whale model.
- Develop creative lesson plans connected to Next Generation Science Standards
- Develop and complete a project by completion of the service term. Projects could be to develop virtual program options and public education opportunities, in addition to conducting outreach and attending events.

Marginal Responsibilities:

- Train & mentor approximately 20 WDC volunteers. The volunteers will be participating in education programs, assisting in the office, and assisting WDC's Marine Animal Rescue & Response program.
- Attend community events such as farmers markets, library events, Girl Scout events, STEM events, and more.
- Be a part of the greater Commonwealth Corps community, including participating in cross-site learning groups, writing a short profile for the CC newsletter, connecting with other members on our online

platforms, and attending optional social/service events.

Who You Are:

You must be:

- A Massachusetts resident with legal authorization to work in the U.S.
- 18 years of age at minimum (member age range is 18 – 70+ years old)
- Excited to give back to your community and interested in developing your skills and gaining new professional experiences
- Able to balance service internship commitments with personal commitments in a sustainable way
- Someone who enjoys working with children, diverse audiences and teams
- Able to drive a vehicle & pass a background check
- Able to lift or move heavy objects up to 50 pounds and work outside in adverse weather conditions
- Fully vaccinated against COVID-19 by the start date

It would also be great if you:

- Are eager to dive into new experiences and enjoy having a variety of tasks to work on
- Are comfortable with public speaking
- Experienced with Microsoft office
- Speak a second language in addition to English, such as Spanish or Portuguese, but not limited to. – multi-lingual candidates encouraged to apply

What You'll Get:

- Stipend of \$1,250 semi-monthly while in service, up to \$26,250, minus taxes and withholdings;
- **Health insurance** (individual coverage only);
- **Member assistance program**, including unlimited, confidential, 24/7, phone counseling services and up to three free, in-person counseling sessions, plus a lot more;
- **Completion award** of up to \$4000 (upon successful completion of service, minus taxes and withholdings);
- **Reimbursement for outside training** or professional development opportunities relevant to member's service and/or goals (Up to \$100; Dependent on approval from MSA)
- **Professional development** opportunities in marine science
- **Vehicle** use of WDC company vehicle for work-related travel
- **Optional enrollment in WDC's corporate gym membership** at a greatly reduced rate
- **Extensive training from MSA with a diversity, equity and inclusion focus and other professional development** opportunities;
- **Limited reimbursement for travel** to Corps-wide MSA-sponsored activities;
- **Internet reimbursement** up to \$50/month while required to complete some service from home if required by site;
- **Limited travel reimbursement** from their host site for certain service-related travel away from their usual service location, according to that agency's policies;
- **Mental Health/Personal Day** once per month counting towards 8hrs (full-time)
- Planned absences and time off at the discretion of the host site, WDC. Time off does not count towards total hours completion.

Please note that receipt of these stipends/benefits may impact an individual's eligibility for certain public benefits.

Term of Service:

- **Position Start Date:** August 19, 2024
- **Position End Date:** June 21, 2025
- **Service commitment:** 40 (full-time) hours per week during the following days/times: Monday – Friday, 9am-5pm. Potential for night or weekend commitments. Members will be required to serve in-person with the potential for up to two days remotely, per week.

How to Apply:

- To apply, visit <https://us.whales.org/about/get-involved/>. Early applications are encouraged as applications will be accepted on rolling basis. Questions about this position can be directed to contact@whales.org.

Accepted members will be required to undergo a criminal history check.

Whale & Dolphin Conservation will recruit and select persons in all positions to ensure a diverse and inclusive climate without regard to race, ethnicity, religion, sex, gender, sexual orientation, age, veteran status, color, political affiliation, creed, national origin, marital status, or any other status as protected by federal, state, and local laws. Whale & Dolphin Conservation welcomes applications from individuals with disabilities and will make reasonable accommodations for interviews and for service upon request.