



Fire Adapted Communities Outreach Intern

The mission of the Montana Department of Natural Resources & Conservation is to ensure that Montana's land and water resources provide benefits for present and future generations. The Community Preparedness & Wildfire Prevention Program of the DNRC works with communities across Montana to create a more wildfire-resilient future by helping communities better live with fire as an ecosystem process while simultaneously reducing the number of human-caused wildfires.

Position responsibilities:

- Fire Adapted Communities Outreach & Education (70% of time)
 - Work with the Community Preparedness & Wildfire Prevention Program to produce outreach & educational materials (hard copy and online) that inform Montana's citizens on how they can better prepare for wildfire.
 - Work with the extensive network of DNRC staff in field offices across the state to produce targeted prevention & community preparedness messaging for Montana's communities.
 - Research & inform DNRC staff on the best available science related to fostering wildfire resiliency, as well as similar efforts from other states and/or countries.
 - Assist with the Keep Montana Green wildfire prevention art contest.
- Fire information (15% of time)
 - Prepare media releases, public service announcements, social media content, and other media to provide information on the 2025 fire season.
 - Keep MTFireInfo.org up to date with most current restrictions & fire weather information.
- Other duties as assigned (15% of time)
 - Perform a variety of other program support, project management, and related duties as assigned by supervisors in support of the DNRC's Forestry Division mission and objectives.

Pay rate: \$18-25/hour, depending on experience

Work schedule: Flexible, ranging from 10-40 hours/week*

Duration: 6 months (Spring & Summer semesters, with the possibility for extension)

Minimum Qualifications (education & experience)

- Skill in written and verbal communication for information, education, and outreach purposes.
- Strong interpersonal skills.
- The required knowledge, skills, and abilities are typically acquired through a combination of education and experience equivalent to or in pursuit of a bachelor's degree in forestry, natural resources, environmental science, communication, or related field.

Preferred Knowledge, Skills, & Abilities

- Working knowledge of wildfire management, forest health, and forest management issues in Montana
- Experience with Canva or other graphic design tool
- Project management, especially as it relates to small, short-term outreach and education projects.
- Experience in, or working knowledge of, marketing and stakeholder outreach.

To Apply: Please send a cover letter, resume, and contact information for two (2) references to Julia Berkey (julia.berkey@mt.gov). Priority will be given to applications received before January 31st.

*More hours/week will be available to the position during the summer semester as compared to the spring.