



Monadnock Region Natural History Conference Internship * 2022

The [Monadnock Region Natural History Conference](#) (MRNHC) is a one-day conference focused on the unique natural history of the Monadnock Region of New Hampshire. Through a diversity of presentations on local conservation research, natural resource management, and natural history, MRNHC offers an opportunity for the general public to learn directly from scientists and land managers. In 2022, the conference will take place on **Saturday, November 12 at Keene State College**, with options for both in-person and virtual attendance.

The conference planning committee – with representatives from the Harris Center for Conservation Education, Antioch University New England, Keene State College, Franklin Pierce University, UNH Extension, Distant Hill Gardens, and other groups – seeks a part-time intern to assist with conference planning.

Specific tasks include:

- Coordinating conference publicity and communications
- Managing abstract submissions
- Communicating with presenters, attendees, volunteers, and sponsors
- Creating the conference program, schedule, and other materials
- Running monthly meetings of the planning committee, and attending the conference
- Managing conference logistics, including volunteer coordination

Requirements:

- Excellent organizational and written communications skills
- Ability to work independently
- Strong interest in natural history

Salary & Schedule

Flexible schedule. 8-10/hours a week from February through November, with the potential for more hours in the weeks leading up to the conference. Much of the work will be done remotely, though in-person work in Keene will be required in the week leading up to the conference and during the conference itself. \$14/hour.

For more information or to apply, submit a resume and cover letter to Brett Amy Thelen at thelen@harriscenter.org. Applications will be reviewed starting **1/28/2022**, and continuing until the position is filled.

The Harris Center for Conservation Education is a donor-supported non-profit organization dedicated to promoting understanding and respect for our natural environment through education of all ages, direct protection and exemplary stewardship of the region's natural resources, conservation research, and programs that encourage active participation in the great outdoors.