

**Servant Leadership Summer Internship Placement Site
Job Description
Summer 2012**

Organization Name: Trees Atlanta

Physical Address:

225 Chester Avenue
Atlanta, GA 30316

Phone: 404.522.4097

Fax: 404.681.4909

Web site: www.treesatlanta.org

Internship Supervisor:

Susan Pierce Cunningham
susan@treesatlanta.org
404.681.4896

Organization's Mission Statement:

Trees Atlanta is a nationally recognized citizens group that protects and improves Atlanta's urban forest by planting, conserving, and educating.

Summary of organization's primary programs and services:

Trees Atlanta has been active in Atlanta for 26 years serving communities inside I-285 through tree planting, tree care, arboreta building, and forest restoration. We rely heavily on volunteers to complete our mission, so we also spend time training and educating our volunteers.

Intern's title:

Trees Atlanta Program Intern

Number of interns requested by this organization?

One

Internship project/job description:

As an intern, you will work with the NeighborWoods, Education, and Forest Restoration programs at Trees Atlanta. Assisting with neighborhood tree planting projects is a large part of the position. This will include leading volunteers, communicating with neighbors, completing post-planting visits to the site, and working with our tree database. This position will also work on Forest Restoration grants and contracts by following up on work performed by contractors, mapping properties with invasive plants, and assisting in implementation of landscape plans. Some special projects that this intern will work on are Adopt-a-BeltLine, our American chesnut grove, Atlanta BeltLine invasive plant mapping, native grass plantings at Decatur Cemetery and Ansley Mall, and volunteer tree maintenance projects on Saturdays. Intern will also have the opportunity to represent Trees Atlanta at outreach opportunities such as festivals and special events.

The schedule for this position is flexible within the program staff workdays of Tuesday through Saturday.

Qualifications:

Preferred majors include environmental studies and biology, but all majors are accepted. A basic knowledge of local and invasive plants is important, but not necessary. A desire to learn and acquire new skills is essential. Previous experience with GIS software (we currently use ArcGIS 10) and handheld GPS devices is useful.

Other Requirements:

Student must have a valid driver's license and be eligible to be added to the Trees Atlanta insurance policy (a good driving record is necessary for this).

Will the internship require that the student have a car?

No.

Is placement site accessible by public transit or other transportation options?

Yes, it is accessible by MARTA and the BeltLine trail.