

**Internship**  
**Arkansas Natural Heritage Commission**  
**Research Section - Botany/Ecology**

**I. Scope of Work:**

Duties will include office and field work.

- Assist the ANHC botanist/ecologist with curatorial duties in the ANHC Herbarium. This may include collecting, pressing, and mounting herbarium specimens, imaging of specimens, databasing of specimen label data, preparing specimens for shipping, and monitoring and preventative maintenance of the ANHC Herbarium to prevent insect damage.
- Assist the ANHC botanist/ecologist with rare plant surveys and monitoring of rare plant populations on private and public lands across the state of Arkansas.
- Assist the ANHC botanist/ecologist with inventory of private and public lands across the state of Arkansas. This will include trips to high quality and/or rare natural communities to document plant communities and species present and evaluate tracts for consideration for the System of Natural Areas.

Note: The intern may be subjected to extended work hours, rugged terrain, extreme weather conditions, and other inherent risks of outdoor field work. All appropriate safety equipment will be provided.

- II. Location of Work:** Arkansas Natural Heritage Commission Offices  
323 Center Street, Suite 1500  
Little Rock, AR 72201

This position will involve statewide field work.

**III. Working Hours:**

The incoming intern will be expected to work up to 12 hours per week. Depending upon the flexibility of the intern's schedule, these hours can be divided several ways. Conditional to the nature of work assigned to the intern, the weekly requirement may be met in one day, but may be spread across 2 or 3 days. This schedule will be determined based upon the availability of the intern.

**IV. Intern Supervision:**

The intern will be under the direct supervision of Theo Witsell, senior botanist/ecologist for the Arkansas Natural Heritage Commission.

**V. Intern Evaluation:**

The intern's performance will be evaluated on the basis of feedback from Theo Witsell regarding attendance, participation, attitude, and amount of working knowledge gained throughout the internship period. Also, the intern may be evaluated by his or her internship supervisor or academic advisor.