

**Commonwealth of Massachusetts  
Executive Office of Energy and Environmental Affairs  
Internship Position Description  
Summer 2021**

**THIS POSITION IS UNPAID**

**Position Number: 16**

**Program Name: DCR Park Ranger Mounted Unit**

**Location: Milton, MA**

**Brief Description of Internship Position:**

The Ranger, Stable Aides, and their horses, are looking for qualified intern(s) to join the team who are interested in learning the many aspects of the equine, environmental, and enforcement fields of a mounted park patrol unit. The intern(s) who fills the position(s) should expect to learn the inner workings (“behind the scenes”) of what is involved to prepare a mounted park ranger to perform his/her duties out in a public park setting on patrol, during a program, at a special event, a ceremonial function, as well as partnering with other agencies under mutual aide.

**Description of Duties and Responsibilities:**

- **Stable Aide Assistant** Assist the Mounted Unit staff working in the stable with the horses. Duties include, but not limited to mucking, bedding, grooming, clipping, sheath cleaning, picking paddocks, tack cleaning, etc.
- **Equestrian** Exercise patrol horses, as assigned and as scheduled. Duties include, but not limited to tack cleaning, grooming, clipping, sheath cleaning, etc.
- **Event and Program Assistant** There are numerous park special events, programs and stable tours that need equine assistants.
- **Equine Grant Writer** Whether law enforcement, environmental, equine related, etc. there are grants that our programs is seeking to obtain.
- **Administrative Assistant** We have filing, data entry, etc. that needs to be completed to keep the organization running. We can use your office skills in several areas. Hours will vary and can be flexible around your schedule.

**Preferred Knowledge and Skills:**

- Equestrian Requirements: Walk, trot, canter, and lateral movements ringwork, lungeing and round penning, along with natural horsemanship and trail riding exercises.). Dressage Saddle and Bridles used. Level 2 Dressage or better required.
- Ability to mount from the ground a preferred.
- Per school requirements, to be further discussed with unit supervisor.

**Hours per week:** Schedule to be discussed with unit supervisor.

Other relevant information:

Benefits:

- Enhance job applications with professional association and experience.
- Develop spirit of cooperation and collaboration within your community.
- Support environment sustainability by enhancing and protecting wildlife habitats and natural areas in parks.
- Complete training session series for certificate and letter of reference.
- Each Intern has their position geared towards their college/university's requirements and can be individualized to the student's needs.
- Many interns assist with park programs that involve individuals from toddlers to elderly, special needs groups and the general public; CORI check required.