Job/Internship Opportunities at Bill Frederick Park at Turkey Lake
3401 Hiwassee Road. Orlando, FL 32835

About Bill Frederick Park:

The park covers 183 acres of land alongside Turkey Lake, one of the top-five rated fishing lakes in the state of Florida. The vision for this city park is a place that offers passive recreation, nature education and conservation. It is an ecological jewel in the middle of a highly urban area that is managed in a sustainable way. It is ideal for nature lovers and a great place to provide family recreation in a nature preserve setting.

Starting Salary: $12.00 per hour (updated on 06/17/19)
Grade: Seasonal

This is an official City of Orlando position. All City hiring procedures must be followed.

This position will be required to work a set amount of time in the gatehouse, and a set amount of time on your focus areas/internship.

Position Focus Areas/Internship:

Invasive Plant Management

- Conduct invasive plant surveys and mapping
- Develop a management plan
- Organize volunteer efforts for removal
- Other duties as needed/assigned

Environmental Education

- Assist the Natural Resource Specialist in developing programs and experiences in the park as well as nature walks, tree/plant id, etc
- Educate visitors and school groups
- Develop educational brochures/literature

Park Operations

- Assist with enforcing park rules and guidelines
- Learn current operations and then research and look at ways to improve operation

Summer Camp

- Takes place for a specific time during the summer months
- Assist with all aspects of summer camp
Gatehouse Position:

NATURE OF WORK:

Performs customer service, cashiering, and clerical work at Bill Frederick Park at Turkey Lake. Collect fees by cash, check, and credit card; monitor and maintain inventory; and prepare reports. Take reservations for the RV campground, tent camping, and other on-site services. Work is performed under general supervision and performance is reviewed while in progress and upon completion for accuracy and compliance with established procedures.

WORK SCHEDULE: Work hours will vary based on facility needs. **Must be available at least three days per week.**

Minimum Requirements
High school graduate plus six months cashiering and customer service experience; or an equivalent combination of education, training, and experience. Florida driver license required. Conversational fluency in Spanish helpful. **Must pass polygraph examination and drug screening.**

VALID DRIVER LICENSE FROM ANY STATE MUST BE PRESENTED AT TIME OF INTERVIEW. VALID FLORIDA DRIVER LICENSE MUST BE PRESENTED WITHIN 30 DAYS OF HIRE.

Length of employment/internship is based on availability and/or semesters. They can be per semester or for the full school year, summer, for experience after graduation, or all that is listed. Time frame is negotiable, but a minimum must be discussed and met in order to be hired and to receive a reference from the City of Orlando for the internship.

**Internships will be run through the Arboretum and overseen by the City of Orlando.**

How to Apply:

Contact Kathy Hall with questions and application information

katherine.hall@cityoforlando.net

If you are hired and would like to use this opportunity for internship credit contact

Jennifer.Elliott@ucf.edu