Organizational Description: The Greening of Detroit is a 501(c)(3) non-profit organization working with neighborhoods, community groups, schools, churches and businesses to grow a greener Detroit through planting and educational programs, environmental leadership, advocacy and by building community capacity. For the past 20 years we have been working to reforest the City of Detroit. We are currently planting and distributing approximately 8,000 trees per year in the city of Detroit. We work closely with the City of Detroit’s General Services, Planning and Recreation Departments as well as neighborhood block clubs from throughout the city to complete this work.

Position Summary: The Green Infrastructure Community Tree Planting internship is designed to provide the candidate the skills required to perform a community planting from start to finish. This includes concept, planning, ordering of material and supplies, organizing, working with community partners and volunteers, planting implementation and follow-up and assessment of completed project.

The Community Tree Planting Technician will work under the guidance of the Senior Community Forester to plan, organize, and actualize the spring 2012 planting season. The Technician will also help support Green Infrastructure operations; this includes community plantings which generally occur on Saturdays. Support tasks may include, but are not limited to: working with volunteers to ensure trees are properly planted, attending evening community meetings, delivering tools to and from the planting site, wrapping up Saturday planting activities, and helping to inventory planted trees.

Work Environment: The Green Infrastructure Community Tree Planting Technician may share office space at the headquarters of The Greening of Detroit for administrative purposes but will spend most of his time conducting off-site operations. Their work will be conducted in the field a majority of the time in all weather conditions. Green Infrastructure Community Tree Planting Technician will maintain flexible hours and is required to support workforce personnel at community plantings.

Prerequisites:

1. Should know Microsoft Excel, should be computer savvy
2. Should be organized
3. Should be familiar with Tree Identification or have the desire to learn
4. Must possess good writing and communication skills
5. Must be able to attend evening community meetings
6. Should possess good work ethic

**Job Responsibilities:**

- Assist Community Foresters with tree planting location evaluation and inventories
- Maintain a database for Spring 2012 community planting projects
- Meet with Community Groups to discuss planting projects
- Work with our Community Engagement Coordinator to promote community plantings
- Work with our Volunteer Coordinators to promote volunteer participation
- Perform pre-planting activities including calling into Miss Dig, ordering and determining mulch locations on-site.
- Assist with confirming tree deliveries and placement, and addressing residents’ concerns
- Identify and assess individual tree and community forestry health
- Develop leadership in planting operations

Applicants should send a cover letter and resume by **February 15, 2012** to Dean Hay at [Dean.Hay@Greeningofdetroit.com](mailto:Dean.Hay@Greeningofdetroit.com)

*The Greening of Detroit is also currently seeking qualified candidates for an Education and Community Outreach Intern, Environmental Remediation Technician, and Maintenance Assistant positions.*