

# Madeleine L. Smith

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**Goal** Seeking a position in the field of environmental education

**Availability** Available for interview immediately

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## Work Experience

### Visitor Services Information Assistant

*Tongass National Forest*

*(Summers 2009-Present)*

*Wrangell, AK*

- Prepared and conducted conservation education programs for the community of Wrangell including both youth and adults
- Staffed the visitor center and provided information about the history of Wrangell and recreation opportunities around the area
- Trained new staff on interpretation program procedures for the Wrangell Ranger District

### Naturalist Intern

*Sierra Outdoor School*

*(Aug. 2010-June 2011)*

*Sonora, CA*

- Taught 4<sup>th</sup>-6<sup>th</sup> grade students science, team building concepts and high ropes in an outdoor setting based on CA state standards
- Lead groups of 15-35 on day and night activities focusing on natural and cultural history of the Stanislaus National Forest
- Developed skills with on-going training in classes, natural history, interpretation, group management and career counseling

### Naturalist

*Great Basin Outdoor School*

*(Jan. 2009)*

*Stateline, NV*

- Planned and implemented hands-on, inquiry based programs for 5<sup>th</sup> graders based on state and national education standards
- Conducted day and night activities focusing on winter ecology, cultural history and local flora and fauna of the South Lake Tahoe area
- Assisted in meal time activities such as proper waste management and ambulatory natural history quizzes

### Visitor Services Information Assistant (Internship)

*Lake Tahoe Basin Management Unit*

*(Summer/Fall 2008)*

*S. Lake Tahoe, CA*

- Prepared and conducted interpretive programs such as guided walks, patio talks and evening programs
  - Staffed the Taylor Creek Visitor Center and provided information to forest visitors
  - Assisted in developing an outline for visiting 4<sup>th</sup> grade classes emphasizing the life cycle of Kokanee Salmon
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## Work Experience Continued

Camp Counselor/Lifeguard  
*Kistler Ranch Camp*

*(Summer 2007)*

*Jamestown, CA*

- Supervised campers in a designated cabin during evenings
- Managed recreational activity stations for morning and afternoon rotations
- Ensured the safety of participants in an outdoor setting

Assistant Director (Volunteer)

*Butte Creek Outdoor Classroom (2006-2008)*

*CSU, Chico*

- Lead pre-site and post-site visits to prepare students for field trips
- Conducted field trips for 4<sup>th</sup> and 5<sup>th</sup> graders to explore the natural history of Butte Creek Ecological Preserve
- Recruited participants by visiting classrooms and speaking about the duties and benefits of being an intern for the university's organization

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## Education

Graduated December 2008

*CSU, Chico*

Bachelor of Science in Recreation Administration

Emphasis on environmental education and interpretation

## Special Skills

Certified in Project WET, Project WILD and Project Learning Tree

U.S. Government User's License

Heart Saver First Aid (expires 04/15/12)

American Challenge Course Technology

## Training

Attended Region 9 NAI conference (2007)

Attended and presented a workshop on interpretation at the AEOE Statewide conference (2011)

Trained in handling and caring for non-releasable raptors

## Awards/ Scholarships

Received Forest Service monetary awards in 2010 and 2011 for contributing to a successful interpretation program

Attended National NAI workshop on scholarship (Portland 2008 and Las Vegas 2010)

## Interests

Hiking, camping, backpacking, yoga, snowboarding, snow shoeing, learning to play banjo and participating in various outdoor adventures

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