



2026 Informal Education Internship

JOB DESCRIPTION

The Friends of Birmingham Botanical Gardens (FBBG) is excited to announce our 2026 Summer Internship program. This internship is designed for education majors and emerging educators who want to explore teaching and engagement opportunities outside the traditional classroom.

The intern will gain hands-on experience in informal education within a public garden setting, supporting both youth and adult programming while learning how education, interpretation, and community outreach intersect in a nonprofit environment.

INTERNSHIP HIGHLIGHTS—Informal Education Concentration

The Informal Education intern's day-to-day schedule will consist of working throughout the education department with children's and family programming, informal teaching in the Gardens, curriculum design, and library functions.

Mornings will be spent assisting with the administration and daily operations of 8 weeks of summer camps for children PreK-6th grade. The intern will support camp preparations, logistics, and material management for weekly summer camps that run from 9 a.m.–noon. Interns will have the opportunity to observe instructional strategies in informal settings and help implement age-appropriate learning activities.

Afternoons will be spent contributing to ongoing education initiatives, including library resources, community events, and sustainable programming. The intern will learn principles of interpretation to deliver visitor-centered, interactive experiences.

Supplementing the work experience, the intern will have the opportunity to attend relevant local meetings, events, lectures, and field trips. Some collaboration and team activities with other departments and with other interns may be required.

After becoming familiar with the department's work, the intern will collaborate with the Director of Education and Community Engagement to choose a project aligned with their interests and career goals—this could include interpretive content, program development, curriculum design, resource guides, etc. The intern will present their project to Shades Valley Rotary Club, the organization that sponsors this internship program.

QUALIFICATIONS

This 12-week opportunity is open to a rising junior or senior attending a four-year college or university full-time, or a recent graduate of a two or four-year college seeking experience in education or related fields. Preference will be given to students majoring in education, museum studies, or related discipline.

ADDITIONAL INFORMATION

Starting and ending dates for the internships are flexible, based on availability; the program will last 12 consecutive weeks at 40 hours per week. Workdays will normally be Monday through Friday. Hours are dependent on operational needs. Interns will be compensated at a rate of \$15 per hour.

APPLICATION INSTRUCTIONS

Internships with the Friends of Birmingham Botanical Gardens are competitive, and candidates are encouraged to be professional, thorough, and concise with their application materials. Candidates must provide the following:

- Resume (not to exceed two pages)
- Statement of approximately 200 words outlining professional objectives regarding the internship
- A reference from an academic advisor knowledgeable of your scholastic standing toward graduation
- Proof of a valid driver's license

Materials may be submitted electronically in a single pdf to: careers@bbgardens.org

Application deadline: Interested candidates are encouraged to submit their applications by **5 p.m. on Friday, February 20**. It is the candidate's responsibility to ensure the receipt of application materials by FBBG by the deadline. Positions will be open until filled.

ABOUT BIRMINGHAM BOTANICAL GARDENS

A facility of the Birmingham Park and Recreation Board, Birmingham Botanical Gardens is the result of a public/private partnership between the City of Birmingham and the nonprofit Friends of Birmingham Botanical Gardens. The Gardens encompasses 67.5 acres featuring more than two dozen garden spaces that reflect the region's rich and varied terrain and showcase many plants that thrive in Southern gardens. Annual visitation exceeds 300,000 visitors.

ABOUT THE FRIENDS OF BIRMINGHAM BOTANICAL GARDENS

A mission-driven membership organization, the nonprofit Friends of Birmingham Botanical Gardens seeks to protect, nurture, and share the wonders of the Gardens. We are dedicated to serving the Gardens; serving the community; serving our visitors; and inspiring a passion for plants, gardens, and the environment. The Friends' work centers around Communications & Marketing, Education & Community Engagement, Gardens Support, and Fundraising.