

Summer Internship Opportunity

Herbarium/Botany Intern

Mercer Botanical Center at Mercer Botanic Gardens

22306 Aldine Westfield Rd., Humble, TX 77338

713-274-4200

What is a herbarium? It is a collection of pressed, dried and mounted plants and plant parts. These are stored on acid-free paper in climate and pest-controlled cabinets. Mercer Botanic Gardens herbarium, registered as MERCA in Index Herbariorum, a global directory of herbaria and staff, includes plants of east Texas, rare Texas species, permanent sample sites that include Harris County saline prairies, and specimens from Mercer Botanic Gardens living collections. In the spring of 2017, the herbarium collection at Mercer grew from approximately 5,000 to about 50,000 specimens with the long-term loan of a collection from the Spring Branch ISD Robert Vines Environmental Science Center and Arboretum, registered as SBSC in Index Herbariorum, an important collection documenting the flora of the Houston metro area and East Texas.

Core Responsibilities

Reporting to the Mercer Botanical Center staff botanists, intern will:

- document and catalog plant specimens; log data into computer software; review, print, and attach labels to vouchers (mounted plant specimens); organize and store various plant family vouchers;
- maintain the plant specimens and apply up to date identification and current nomenclature.
- learn how to georeference collection locations for specimens. There is access to the onsite botanical library, online resources, and the opportunity to interact with other herbaria to research information;
- work will result in a defined project which they will have the opportunity to present at the Mercer Botanic Gardens Student Research and Education Symposium; and
- perform other duties as assigned.

Job Dimensions and other Requirements

- Internship applicant must be at least 16 years old.
- Intern must enjoy working outdoors as well as in an office setting.
- Internship Availability: May 11, 2019 – August 30, 2019; up to 40 hours per week, worked primarily Monday – Friday, 7 a.m. – 3:30 p.m. with a 30-minute lunch and regular breaks; some weekends may be required.
- This is a paid summer internship through Harris County Precinct 4.
- A background check and drug screening will be administered by Harris County Precinct 4 prior to hiring. Intern may be subject to random testing as a condition of continued employment.

Physical Demands

- The intern is regularly required to stand, walk, use hands and fingers to handle, feel and reach with hands and arms; frequently required to sit, climb, or balance, stoop, kneel, crouch, or crawl; talk or hear and taste or smell.
- The intern may be required to lift and/or move up to 40 pounds;

- Specific vision abilities required by this internship includes close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.
- The intern works in outside weather conditions and is periodically exposed to heat, humidity, rain, and dust. Outside areas include the conservation nursery, conservation display garden and Harris County Precinct 4 Prairie Dawn Preserve.
- The noise level in the work environment is normally moderate.
- The physical demands described here are representative of those that must be met by an intern to successfully perform the functions of the internship. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

How to Apply

Complete the internship application found at <https://testhcp4.net/wp-content/uploads/2018/11/Pct4-EmploymentApplication.pdf>. There is no Job/Announcement Number, but applicants should complete the general application for employment and fill in “MBG Herbarium/Botany Internship” as the job title. Email completed application to Linda Costanzo LCostanzo@hcp4.net and Suzanne Chapman schapman@hcp4.net. Résumés and cover letters are accepted, but they do not replace the required application.