



IDAHO CATTLE ASSOCIATION  
IDAHO PUBLIC LANDS COUNCIL  
INTERNSHIP



POSITION DESCRIPTION

The Idaho Public Lands Council (IPLC) and Idaho Cattle Association (ICA) are jointly seeking one student for a 2023 internship position. Interested applicants should have completed at least their freshman year of undergraduate coursework or be a recent college graduate in agriculture, range, public policy or marketing/communications. This is a full-time, temporary position. The work hours for this position will be approximately 40 hours per week. The summer intern will occasionally have to work over 40 hours because of evening or weekend meetings or events, including the ICA Summer Round-Up.

**QUALIFICATIONS**

The applicant should be a self-motivated individual who possesses excellent analytical and communication skills. Applicants should specify how their background provides them with the proper knowledge and abilities to excel in this internship. Cattle industry knowledge is required. A basic understanding of public lands grazing and rangeland management is preferred. Additionally, the ideal applicant should possess creative writing, copyediting & data entry skills.

**SKILLS**

- Excellent written and oral communications skills
- Ability to understand and summarize grazing-related scientific research
- Ability to analyze governmental documents and litigation
- Organizational skills
- Ability to think creatively and handle multiple projects
- Ability to work independently
- Self-initiative to complete required tasks
- Desire to learn/gain experience with cattle industry issues
- Dress and conduct oneself with professionalism while representing ICA
- Basic understanding of business fundamentals, needs, and development
- Proficient computer skills
- Ambitious, flexible, team player

**WORK OUTLINE**

The intern will be assigned to projects by the Executive Vice President of the Idaho Cattle Association, who will collaborate with the staff director for the Idaho Public Lands Council. The selected candidate can expect to work on projects including review of information related to public lands grazing lawsuits, as well as research compilation regarding benefits of grazing, particularly as it relates to sage grouse. The individual will also work in-depth with ICA and IPLC in publication production, meeting planning & facilitation of ICA's summer meeting, performing a variety of office tasks and membership recruitment projects.

## **OTHER REQUIREMENTS AND INFORMATION**

- Must have a flexible schedule for events, with typical office hours being 8am-5pm.
- A valid driver's license and good driving record is required
- Minimum 3.0 G.P.A.
- Willingness to participate in some travel and/or nights and weekend work
- Must be able to lift up to 40lbs.
- Living in a reasonable proximity to Boise, ID for the duration of the internship

## **PAY**

The intern will be paid \$7,000 total, on a biweekly pay cycle over ten weeks.

## **LENGTH OF INTERNSHIP**

While the start and end dates of the internship are somewhat flexible, the intern will be expected to work a minimum of 10 weeks and should begin no later than May 27. Housing and transportation will not be provided by the Idaho Cattle Association.

## **HOW TO APPLY**

Please return completed employment application and the following:

- Cover letter
- Unofficial college transcript
- One letter of recommendation
- Essay (questions located at bottom of application)

Send application packet both of the following:

Cameron Mulrony, ICA Executive Vice President  
[cameron@idahocattle.org](mailto:cameron@idahocattle.org)

Karen Williams, IPLC Staff Director and ICA Policy Director  
[karen@idahocattle.org](mailto:karen@idahocattle.org)

**The deadline for application is March 31, 2023.** If you have any questions regarding this position, please feel free to email [info@idahocattle.org](mailto:info@idahocattle.org). If you are interested in receiving college credit for internship work, please send an attached document with the college, department, advisor, and any other pertinent information to your application.

We look forward to receiving your application.