



A registered 501 (c) 3 non-profit education corporation.

www.unitedplantsavers.org
office@unitedplantsavers.org

Dedicated to the preservation of native medicinal plants.

P.O. Box 147 Rutland, OH 45775
Main Office: (740) 742 - 3455

Application for United Plant Savers Medicinal Plant Conservation Certificate Program

United Plant Savers Botanical Sanctuary is located on 378-acres in the Appalachian foothills of southeastern Ohio (Rutland, Ohio). The Sanctuary and working farm is a center for native medicinal plant research, education, propagation and a germplasm repository.

We are offering two sessions, Spring and Fall. Please indicate in your application which session you are interested in.

Interns will be expected to work 28 - 30 hours a week doing medicinal plant conservation and cultivation work, building and maintaining the medicine trails, doing greenhouse work, maintaining and improving the Sanctuary landscape, assisting in the development of Sanctuary interpretive materials and much more all under the supervision of UpS Sanctuary staff. Much of the work is physically strenuous and interns will be expected to be self-motivated. In addition, interns will learn medicinal plant identification, sustainable wild harvesting principals and practices, medicine making and participate in classes and conferences at the Sanctuary and at neighboring herbal centers. Interns will also have weekly educational presentations from local herbal experts as well as opportunities to attend related presentations and events such as the Ohio Pawpaw Festival as they occur. The cost for either Spring or Fall session is **\$800.00 USD** which is payable before the program begins. In addition, interns will be responsible for all expenses (i.e. transportation, food). We will be accepting 6 interns for each session. Shared rooms are available, as is camping space, toilets, hot showers, cooking and eating facilities. This is a unique opportunity for intensive learning and this program will fill quickly. Interns must be at least 18 years of age.

Required Documents for Application to UpS Medicinal Plant Conservation Certificate Program

All required documents should be sent to office@unitedplantsavers.org by the indicated deadlines:

REQUIRED DOCUMENTS:

- Completed Questionnaire (questions below)
- An up-to-date copy of your resume complete with Name, Mailing Address, Telephone number, and Email address.
- Two references: Including name, phone number, and email address.
- Indication of which program you are applying to: Spring or Fall Session.

QUESTIONNAIRE:

You may answer the following questions on a separate document.

1. How did you find out about the UpS Internship Program?
2. What things most attracted you?
3. What herb related knowledge or experience do you have (i.e., classes, apprenticeships, schools, employment, correspondence courses, or personal home study)?
4. What farming related training do you have (i.e., classes, apprenticeships, employment, school, or personal home study)?
5. Active farm work is an important part of this program. This includes bending, stooping, squatting, digging, hoeing, lifting, etc. for hours at a time. List any physical injuries, accidents, or weaknesses that might limit your ability to do this work.
6. Weather can be cold and wet in spring and fall sessions and very hot in the summer. Please list any experience you have had with physically demanding work under these conditions.
7. Work on the farm involves working in and around a wide variety of plants and grasses. Do you have any known allergies that might limit your ability to work safely in this environment?
8. Communal living is a major part of this program. This includes sharing bedroom space, communal food purchasing and menu planning as well as housekeeping responsibilities. If you are not comfortable with these arrangements, this program is not for you. What experience do you have in living communally? What are the things you enjoy most about this situation? What do you not enjoy? What experience do you have in resolving conflict in a community setting?
9. Do you have any special dietary needs? Are you comfortable sharing space with people who may eat meat? Drink alcohol? Have very specific standards for their own diet?
10. Sharing a living space with other people involved in an intense program requires that particular attention be paid to honoring common space; this includes keeping your personal items in your own room or outdoor camping space, cleaning up after yourself at all meals and respecting an agreed-upon quiet time, etc. Additionally, though we want to welcome your friends and family to visit while you are here, we ask that they do so on weekends and that your housemates, the farm manager and program coordinator are notified ahead of time. Please describe how you feel about the restrictions that we feel are necessary to facilitate a healthy home environment for our students. □

11. Do you desire indoor accommodation? Please note that you may have to share a room with another student. Are you interested in camping during the six week program?

ADDITIONAL INFORMATION:

Please send completed questionnaire along with all required documents to: **office@unitedplantsavers.org**

For more information about the program or application process, please contact Outreach Coordinator, **John Stock**, at our **Main Office: (740) 742 – 3455 or John@unitedplantsavers.org**.

Application materials can also be printed and mailed to: **United Plant Savers, PO Box 147 Rutland, OH 45775**. Please note we prefer to receive applications electronically.

Once your application is received, you will be contacted by our Sanctuary Manager and Intern Coordinator, **Chip Carroll**, to arrange for a phone interview and to confirm references. Once accepted into the program, you are expected to pay your tuition fees in full by the start of the program. **We require three weeks notice for cancellations to the program.**

Please alert the provided references that they will be receiving communication from Chip Carroll regarding your experience, character, and general fit for the program.

HOUSE RULES

General: Be courteous in all things. Share what can be shared, respect what is not yours Inside and outside.

Fun and Mirth: Is expected at all times.

Remove shoes BEFORE entering Yurt: Ohio red clay is impossible to remove. Please take time to check your feet and clothing so we can keep the red stains to a minimum in the Yurt and also on your personal belongings.

Kitchen: All common use utensils, dishes and storage space are in the cabinets on the south side of the kitchen. Dishes need to be washed after each meal. When dish rack is full, empty it. Clean stove and counter daily. Take compost out daily. Observing these simple things will keep the mice out of the Yurt.

Bathroom: NO paper in the toilet. Please keep it clean. The bathroom is also used by visitors, and it must be "guest ready" at all times. Better to use the composting toilets in the barn.

Smoking: Allowed outside on gravel areas only. Place butts in trash, never leave on ground. No smoking of any kind in the Yurt or the woods.

Recycling: Is taken to town as needed. Please rinse containers and place them in the receptacle in the Yurt. Whenever anyone travels to Rutland or Middleport, please take recycling with you.

Trash: Check with staff for schedule.

Telephone: 740-742-3456 is the line in the Yurt. You are on your own to use a system to retrieve and deliver messages to each other. No international calls are allowed.

Guests: With prior approval only.

Camping: You are welcome to camp on the property away from research areas and wild stands of threatened species. Check with a staff person before you set up camp.

Laundry: Laundry facilities are available in the shower room in the barn. Please respect others by promptly removing your laundry. We ask that you use biodegradable laundry detergent. In the interests of conserving water, please refrain from excessive use of the laundry facilities.

Fire: No fires allowed indoors or outdoors without approval and supervision of UpS staff. Fire extinguishers are located in all buildings.

Emergency Medical: Dial 911. The closest hospital is 40 minutes away. Immediately report any injury or illness to UpS staff. Emergency medical supplies are kept in the yurt and the barn.

Tools: Tools must be cleaned and dried and returned to their proper place after each use.

Parties: Are allowed with staff permission only. Noise travels miles, neighbors are close, and will be considered at all times.

Quiet time: Between 10:30 PM and 7 AM

Pets: Not allowed

Illegal Substances: Are absolutely not allowed. Possession or use is grounds for immediate termination of your right to be here. Staff reserves the right to ask anyone to leave at any time for any reason.

Swimming: Is allowed in the pond at your own risk. No soap allowed.

Internet: We have wireless internet access in the Yurt that can be accessed during personal time. You will receive the password when you arrive. Please note that illegal or scandalous use of the internet may be grounds for termination of your right to be here.

Leaving: Please clean up your area when you leave. Trash in, trash out. Remove all food that you brought, and clean the refrigerator.