1. **Host Name:** The Darwin Martin House

2. **Host Background Information:** Frank Lloyd Wright's Darwin Martin House Complex preserves, interprets and promotes a world class, master-piece built for Wright's significant patron and friend, Darwin Martin. Considered his Masterpiece, the Darwin Martin House stands as a premier example of Frank Lloyd Wright’s Prairie House construction. Nearing the end of a major renovation and reconstruction, the complex encompasses 1.5 acres in the Olmsted Park neighborhood of Parkside and is considered a jewel in the architectural heritage of Buffalo.

3. **Internship Position Name/Title:** Horticultural Programming and Outreach Intern.

4. **Internship Position / Project Context:** The Landscape is an integral part of the Darwin Martin House Complex, significant to both the Wright design and the Martins. With the near completion of the Complex restoration, and the imminent reconstruction of the landscape, the landscape will be playing a more prominent role in our extension and outreach programs. The Horticultural Programming and Outreach Intern will work with the Darwin Martin House to help support all aspects of this role: (1) Historic landscape care and maintenance; (2) Outreach program development and implementation; and (3) Collaboration with local and regional partners in the Historic Landscape Community.

5. **Internship Position Description:** Under the supervision of the Darwin Martin House Horticulturist and the Director of Education, the internship will be divided into three distinct parts:

   a. *Care and maintenance of the Darwin Martin House Complex historic landscape.* (25% or approximately 8 hours per week). The intern will work independently and with volunteers to maintain the grounds according to Historic Landscape principles.

   b. *Education and Outreach program design and implementation* (25% or approximately 8 hours per week). The intern will be responsible for developing and offering up to two horticulture education programs.
targeted to Darwin Martin House Complex program participants (e.g.: Martin House Summer Camp, Scout’s Landscape Architecture Badge Program, adult programming, etc.).

c. **Partnership and collaboration Inventory** (50% or approximately 16 hours per week). To help the Darwin Martin House fulfill its goal of being a Historic Landscape hub for the greater Buffalo community, the intern will undertake an inventory of potential local and regional organizational partners and programming opportunities. The inventory will involve identifying organizations, key contacts, programming, and outreach activities, including points of overlap and opportunities for collaboration. The intern will summarize the findings and present them in a written and verbal report to Darwin Martin House staff. Ultimately the information will be used to make recommendations on efficient programming and outreach for all the greater Buffalo horticultural attractions and where the Martin House could position itself to most effectively contribute in this market.

6. **Basic Qualifications and Preferred Experience:** The candidate should have the following basic skills: horticultural knowledge, social skills, computer literacy, organizational skills, and ability to work with a wide range of people.

7. **Internship Schedule:** It is the expectation of the CALS NYS Internship Program that interns will devote 32 hours (80%) of a standard 40-hour work week to the responsibilities of their position and 8 hours (20%) to the community engagement project. It is preferable that the 20% release time for the community engagement project be taken either in one eight-hour day or two, 4-hour half days. Some evening and weekend work may be required. The Darwin Martin House will fully support the CALS NYS Internship program proposed schedule and permits limited flexibility in the schedule based on the work being done in the community and with permission.

8. **Expected Outcomes (for intern):** There will be benefits to the intern, the Martin House, and the Horticultural community at large in Buffalo. The intern will enhance their horticultural knowledge and skills, increase their understanding of what it takes to operate a historic landscape site, and expand their knowledge of historic landscape entities in the greater Buffalo region. The intern will also gain experience working with volunteers, the public and organizational partners. Through the inventory, specifically, the intern will develop or strengthen the following technical skills: writing a questionnaire, collecting and collating data, drawing conclusions and presenting findings. Presentation and social skills will be developed. The intern will also benefit the horticultural community and the Martin House through the knowledge base developed and the opportunities that we expect to emerge through the inventory.

9. **Location of Assignment:** Darwin Martin House, 143 Jewett Parkway, Buffalo, NY 14214