

VOLUNTEER JOB DESCRIPTION

HIGH DESERT MUSEUM

POSITION

JOB TITLE:	Behind the Scenes Wildlife	DIRECT SUPPORTS:	Curator of Wildlife, Senior Wildlife Specialist
DEPARTMENT:	Wildlife	DIRECTLY SUPPORTS:	N/A

VOLUNTEER JOB SUMMARY

Behind the Scenes (BTS) Wildlife volunteers assist Wildlife keepers with animal care and husbandry in specific areas including Desertarium and Birds of Prey. Typical tasks include cleaning of enclosures, removal of fecal material, washing, disinfecting surfaces, and changing water. Volunteers help keep work areas clean and organized by doing laundry, washing dishes, sweeping, and mopping. Diet preparation including the processing of whole-animal foods for carnivore species is required. BTS volunteers may also be invited to assist keepers with animal training sessions, enrichment opportunities, minor veterinary procedures, or help with other special projects as necessary.

ESSENTIAL FUNCTIONS (in order of priority with the percentage of time spent on each)

90%	Animal Welfare <ul style="list-style-type: none">• Conducts daily husbandry tasks including but not limited to, cleaning, diet preparation, feeding, watering, records-keeping, and habitat maintenance• Dishwashing, laundry, sweeping and mopping of animal care areas• Processes animal diets including whole-animal foods such as rats, mice, and poultry• Feeds reptile and/or fish species as directed including live insects such as crickets or mealworms• Assists staff in maintenance of feeder animal (animals raised to feed predators) colonies• Follows written and verbal instructions from wildlife staff to ensure the safety and welfare of both humans and animals in our care
5%	Computer Use <ul style="list-style-type: none">• Self-schedules and tracks time using Galaxy software
5%	Other Duties <ul style="list-style-type: none">• Complies with all Museum policies, procedures, and safety regulations.• Embraces, supports, and helps implement the Museum's continued learning and commitment to diversity, equity, accessibility, and inclusion

QUALIFICATIONS

EDUCATION/ CERTIFICATIONS

- N/A

EXPERIENCE

- No experience required

SKILLS/
ABILITIES

- 18 years of age or older
- Ability to lift 50 pounds
- Ability to work with a team or independently

PHYSICAL
ELEMENTS

- This position involves working inside and outside in normal and extreme weather conditions typical of Central Oregon
- Position involves carrying, stooping, bending, extensive walking, crawling, and climbing

EQUIPMENT
USE

- Occasional computer use
- Other tools as appropriate to task (e.g. hose, shovel, etc.)

ACKNOWLEDGMENT

I acknowledge that I have read and understand the above volunteer job description in its entirety and am capable of performing all of the stated requirements.

Employee Name _____