

JOB DESCRIPTION

HIGH DESERT MUSEUM

POSITION

JOB TITLE:	Wildlife Intern	DIRECT SUPPORTS:	Curator of Wildlife, Senior Wildlife Specialist
DEPARTMENT:	Wildlife	DIRECTLY SUPPORTS:	N/A
CLASSIFICATION:	Seasonal, hourly, non-exempt	SALARY:	\$20.60 per hour

JOB SUMMARY

We are seeking a qualified person interested in a career working with wildlife to support the Wildlife Team in caring for a diverse collection of animals and delivering summer programs to museum audiences. Wildlife Interns gain hands-on experience in animal biology and husbandry while developing the skills to deliver engaging conservation presentations to the public. Interns may work with Museum staff and college/university advisors to ensure their experience meets requirements for any applicable college coursework, if necessary.

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

60%	Animal Welfare <ul style="list-style-type: none">• Conducts daily husbandry tasks, which may include but are not limited to, diet preparation (including the processing of whole animal diets), cleaning, scooping, hosing, scrubbing, sweeping, raking, etc.• Performs general maintenance and upkeep of animal habitats, service areas and Museum grounds.• Handles animals after appropriate training, utilizing techniques and standards outlined by Museum policies.• Conducts data entry for daily animal records keeping.• Observes/assists as necessary with veterinary procedures, animal training sessions and other aspects of animal care.
20%	Wildlife Programs <ul style="list-style-type: none">• Quickly learns to independently deliver scheduled interpretive talks to large and small audiences.• Assists staff in delivery of live-animal wildlife programs several times each day.• Engages with Museum visitors by answering questions, helping as necessary and providing casual interpretation of exhibit and program animals.• Completes Certified Interpretive Guide training at earliest date provided by the museum
10%	Exhibit Maintenance <ul style="list-style-type: none">• Assists Wildlife Specialists as needed with keeping exhibits clean and presentable to the public
10%	Additional 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• Contributes to and supports the Museum's AZA accreditation process• Assist with museum-wide events, such as Free Days, fundraising gala, etc.• Other duties as assigned

QUALIFICATIONS

EDUCATION/ CERTIFICATIONS

- One year or more of college coursework in biological science and/or 6 months of practical experience in animal care, OR any equivalent combination of training and experience which provides the required skills, knowledge, and abilities.

EXPERIENCE

- Preferred 6 months previous experience working in an animal husbandry related field

SKILLS/ ABILITIES

- Strong interest in zoo, museum, biology, veterinary or another career working with wildlife.
- Interest in interpreting wildlife biology, natural history, and conservation for the public, and developing strong presentation techniques.
- Enthusiasm for and willingness to engage in public speaking opportunities.
- Basic understanding of animal training and operant conditioning
- Ability to follow specific oral and written instructions.
- Ability to communicate clearly and concisely, both orally and in writing.
- Interest in working in a positive and supportive team environment.
- Willingness to work flexible hours including weekends, holidays, some evenings, early mornings, and occasional overtime.

PHYSICAL ELEMENTS

- Ability to perform physical tasks including but not limited to, lifting fifty pounds, carrying, stooping, bending, extensive walking, crawling, climbing, and working outside in the extreme weather conditions typical of Central Oregon

EQUIPMENT USE

- Computer and phone use. Light power tools

ACKNOWLEDGMENT

I acknowledge that I have read and understand the above job description in its entirety and can perform all the stated requirements.

Employee Name

Signature

Date