



Job title	<i>Animal Care Internship</i>
Reports to	<i>Director of Education and Community Programs</i>

Job Purpose

This internship is an opportunity for students pursuing degrees in veterinary science, environmental science/studies, education, early childhood education, biology, natural sciences, outdoor recreation management, or wildlife conservation. Interns will gain experience caring for and handling animals, coordinating animal care needs, working with middle and high school students, and delivering animal programs to the public. Each intern will also develop their own project related to their career goals and area of interest/study.

Duties and responsibilities

1. Animal care and enclosure cleaning.
2. Complete daily care paperwork.
3. Communicate with staff regarding animal statuses.
4. Monitor animal care supplies.
5. Purchase new supplies when needed.
6. Keep track of animal health and trends.
7. Communicate to education staff when additional animal care is needed.
8. Create enrichment for animals.
9. Deliver animal programs to the public.
10. Any other duties as assigned by the Asbury Woods Director of Education.

Qualifications

1. A college degree in progress. Preferred degrees include: environmental science/studies, biology, geosciences, natural sciences, education, outdoor recreation management, wildlife conservation, or closely related fields.
2. Background or strong interest in animals, nature, and/or biology.
3. Experience interacting with members of the public in a professional or educational setting or volunteer capacity.
4. Some experience working with children is a plus, either as a volunteer or in a paid position.
5. All state and federal background checks required by PA for volunteers who have direct contact with children must be obtained by animal care interns.

Working conditions

AMERICANS WITH DISABILITIES ACT STATEMENT:

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions of the Program Assistant position (listed within Position Specifications) either unaided or with the assistance of a reasonable accommodation to be determined by the organization on a case by case basis.

Position Specifications

Physical demands

1. Able to handle a variety of animal species.
2. Comfortable cleaning animal waste.
3. Comfortable handling worms and insects.
4. Lifting up to 20 lbs.
5. Standing for extended periods of time.
6. The ability to climb a step stool.

Temperament

1. Ability to work as a member of a team
2. Must be courteous to public and co-workers
3. Must be cooperative, congenial, service oriented, and promote these qualities at Asbury Woods
4. Demonstrates and advocates for inclusiveness in environmental education
5. Must be able to respond to directions and accept constructive feedback
6. Ability to work in an environment with frequent interruptions
7. Must be flexible and able to work in a fast-paced, dynamic environment.

Cognitive Ability

1. Ability to follow verbal and written directions
2. Ability to read and respond to written correspondence
3. Ability to complete assigned tasks without supervision
4. Ability to read and write.
5. Ability to exercise good judgment in prioritizing tasks and problem solving
6. Ability to communicate effectively to the public

Sensory ability

1. Visual acuity to read correspondence.
2. Ability to speak clearly and distinctly.

Review Date: 7/31/2023