

# Animal Care Volunteer Internship Application



A full program description is available at: [http://www.oaklandzoo.org/images/info\\_pdf/Animal-Care-Internship-Information.pdf](http://www.oaklandzoo.org/images/info_pdf/Animal-Care-Internship-Information.pdf)

Please submit this application along with:

- A cover letter explaining why you are applying for an Internship (500 words or 1 page max).
- Your resume. Your unofficial school transcript can be submitted in lieu of a resume if you are a student.
- Two professional or educational letters of recommendation. Letters from volunteer supervisors and coaches are acceptable as well. These can be sent with your application or emailed separately.

All materials must be submitted by the application deadline. *Late applications will not be accepted.*

Deadlines are: **March 15<sup>th</sup>** for Summer, **July 15<sup>th</sup>** for Fall, and **November 15<sup>th</sup>** for Winter.

## General Info:

Name \_\_\_\_\_

Phone: \_\_\_\_\_ Are you 18 years old or older? ☐ Yes ☐ No

Email: \_\_\_\_\_

Address: \_\_\_\_\_  
Number & Street City State Zip

Emergency Contact: \_\_\_\_\_  
Name Relationship Phone

Medical Insurance Provider or Physician: \_\_\_\_\_  
Name Phone

Do you have any physical limitations or medical conditions that limit you from performing certain duties? ☐ No ☐ Yes – Explain:

Are you currently taking any medications which might affect your ability to work with animals or people? ☐ No ☐ Yes – Explain:

Have you ever been convicted of a felony? ☐ No ☐ Yes – Explain:

## Education:

School: \_\_\_\_\_ Major: \_\_\_\_\_

☐ Currently enrolled – Status: ☐ Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ Grad

Student ☐ Graduated – Graduation year: \_\_\_\_\_ ☐ Attended but didn't graduate

## Zoo and Program Information:

Session applying for: ☐ Summer (Start dates between May 15<sup>th</sup> and June 25<sup>th</sup> depending on your school schedule)  
☐ Fall (Start dates after September 1<sup>st</sup>)  
☐ Winter (Start dates after January 1<sup>st</sup>)

Your earliest possible start date: \_\_\_\_\_ Your latest possible end date (if any): \_\_\_\_\_

Have you volunteered or worked for the Oakland Zoo before? ☐ No ☐ Yes – In what capacity?

Maximum number of hours you can volunteer per week:

- ☐ 16 hours (2 full days per week for 18 weeks)  
☐ 24 hours (3 full days per week for 12 weeks)  
☐ 36 hours (4 full days per week for 9 weeks)

Actual number of hours for the program may vary depending on available shifts and the number of interns accepted

Days available:            **Sun**      **Mon**      **Tues**      **Wed**      **Thurs**      **Fri**      **Sat**

- Circle all days that you are available to work.
- Work days are 8-4:30 for most strings. String 5 works 6:30 – 3:00 weekdays and 7:30 – 4:30 on weekends.
- All interns are required to work at least 2 full days per week and complete 288 hours during the internship.

T-shirt size (unisex sizes):      ☐ Small      ☐ Medium      ☐ Large      ☐ X-Large      ☐ XX-Large

Please rank your areas (strings) of interest:

1<sup>st</sup> Choice: \_\_\_\_\_ 2<sup>nd</sup> Choice: \_\_\_\_\_ 3<sup>rd</sup> Choice: \_\_\_\_\_

Are you willing to work on any string? ☐ Yes ☐ No – Explain:

- String descriptions can be found at: [http://www.oaklandzoo.org/images/info\\_pdf/String-Descriptions.pdf](http://www.oaklandzoo.org/images/info_pdf/String-Descriptions.pdf)
- While we will try to match you to the animals you are interested in, our main goal is to give you the opportunity for a varied animal experience. We cannot guarantee placement on a particular string. You will be assigned based on your interest and the needs of the animal care department.
- **All participants must provide proof of a negative Tb test within the last year and of a tetanus shot within the last 10 years before starting the program (it isn't needed by the application deadline).**

***I certify that the information provided on this application is current and accurate. I understand that any falsification or misrepresentation of this or any other personal record will disqualify me from consideration or participation in the Oakland Zoo's Intern Program.***

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Please submit this application along with the other required documents via email: [internships@oaklandzoo.org](mailto:internships@oaklandzoo.org) or via mail: Oakland Zoo Internship Program P.O. Box 5238 Oakland, CA 94605. Late or incomplete applications will not be accepted. If you have any questions, email [internships@oaklandzoo.org](mailto:internships@oaklandzoo.org)