

CONSERVATION & EDUCATION
OAKLAND ZOO



Animal Care Volunteer Internship Application

A full program description is available at: http://www.oaklandzoo.org/images/info_pdf/more_info_Internship.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 letters of recommendation. 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 15th** for Summer, **July 15th** for Fall, and **November 15th** for Winter.

General Info:

Name _____ Date of Birth _____

Cell Phone: _____ Home Phone: _____

Email: _____

Address: _____
Number & Street City State Zip

Emergency Contact: _____
Name Relationship Phone

Physician (if any): _____
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 15th and June 25th depending on your school schedule)
☐ Fall (Start dates after September 1st)
☐ Winter (Start dates after January 1st)

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 for 18 weeks) ☐ 24 hours (3 full days for 12 weeks)

☐ 36 hours (4 full days for 9 weeks) ☐ 40 hours (5 full days for 7 weeks)

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

Days available for a full 8-hour shift: **Sun** **Mon** **Tues** **Wed** **Thurs** **Fri** **Sat**

Days available for a 4-hour morning shift: **Sun** **Mon** **Tues** **Wed** **Thurs** **Fri** **Sat**

Days available for a 4-hour afternoon shift **Sun** **Mon** **Tues** **Wed** **Thurs** **Fri** **Sat**

- Circle all days that you are available to work.
- Full days are 8-4:30, mornings are 8-12, and afternoons are 12:30-4:30. Some strings have slightly different schedules.
- All interns are required to work at least 2 full days.

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

Please rank your areas (strings) of interest:

1st Choice: _____ 2nd Choice: _____ 3rd 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/Intern-String-Descriptions-072912.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 or via mail: The 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.