

# Oregon Coast Aquarium

## Education Summer Internship Information

The Oregon Coast Aquarium Education Department's internship program is designed to provide an individual with a practical learning experience while gaining valuable knowledge related to the professional field of free-choice, informal education, and learning environments. The internship has a syllabus and the intern will have assignments and quizzes, as well as a midterm and final review. The intern has one direct mentor responsible for their experience and the rest of the education staff as coaches. Professional development and article discussions relevant to the zoo and aquarium field will take place weekly. The intern will also be required to complete a project or summary of their experience to be presented to staff and other interns at the end of the program.

The Education Summer Intern assists the Aquarium's Education Staff with the preparation and implementation of summer programs and initiatives both on and off-site for a variety of audiences. The internships offer a hands-on opportunity to work with youth and the general public in conservation and environmental education in an aquarium setting. After orientation and training, the intern will start out shadowing programs, and as the course of the internship progresses, will continue on to giving part of the program with another staff member, giving the entire program while shadowed by a staff member, and finally giving the presentations on their own. There will be opportunities to shadow multiple staff members.

**TITLE:** Education Summer  
Intern

**REPORTS TO:** Education  
Specialists

**DATES:** Summer 2017, May  
23<sup>rd</sup> and Sept 8<sup>th</sup>.

### **ABOUT THE AQUARIUM:**

The Oregon Coast Aquarium is located in Newport on the Central Oregon Coast. The Aquarium has been consistently rated a Top Ten Aquarium in the country. As a member of the Association of Zoos and Aquariums, the Oregon Coast Aquarium is held to stringent requirements for animal husbandry, education and conservation and plays an active role in animal rehabilitation efforts. The Aquarium takes pride in being one of the leaders in marine science education in Oregon. This year we will celebrate 25 years of educating and entertaining over 12 million visitors.

For more information, please visit [www.aquarium.org](http://www.aquarium.org)

### **INTERNSHIP DESCRIPTION:**

Intern duties may include the following (may vary based on skill level, career goals, and departmental needs):

1. Responsible for progressing through a fast-paced training and enrichment program. Progress will be done through intern initiative, with observation, hands on learning and completion of syllabus as assigned.
2. Complete all reading assignments and undertake specific applied syllabus projects as defined and identified in the following body of this document, as you progress.
3. Opportunity to deliver public interpretive presentations on and off microphone for large and small audiences during training, feeding, and dive sessions, based on syllabus progression.
4. Opportunity to deliver a variety of value-added interpretive programs and activities for the general public, based on syllabus progression.
5. Lead behind-the-scenes tours through restricted areas of the Aquarium, based on syllabus progression.

6. Opportunity to assist Sleepover Staff with Sleep with the Sharks overnight programs, based on syllabus progression.
7. Assist Education Staff with the preparation and implementation of special day events.
8. Perform daily animal diet preparations and routine cleaning of classroom invertebrate tank.
9. Accurately maintain all written computer records and daily observations of animals and program data.
10. Participate in professional development trainings and article discussions with other education staff.

#### **QUALIFICATIONS:**

- Must have completed at least 2 years of college or be a recent college graduate within the last two years in a major field of study to be applied during the internship (e.g. education, environmental or informal education, biology, zoology, environmental science, etc.).
- Demonstrated enthusiasm for and interest in working with children, Aquarium visitors, and marine animals.
- Able to understand, communicate, and follow written and oral instructions.
- Knowledge of basic computer skills
- Able to perform within a team atmosphere
- Must be able to exercise care and judgment when working with animals.
- Availability for weekends, holidays, and evenings if necessary.
- The ability to gain and hold a driver's license is required.

#### **PREFERRED SKILLS:**

- Able to adapt to ever changing Aquarium environment.
- A basic knowledge and understanding of computer word processing and PowerPoint.
- First Aid/CPR certified.
- Experience working with children ages 2 through 12 would be helpful

#### **SCHEDULE:**

40 hours a week during the period of May 23<sup>rd</sup> and Sept 8<sup>th</sup>. Interns are expected to be available for holidays and weekends.

#### **COMPENSATION:**

The Education Internship is unpaid. Professional development opportunities will be available. College credit may be available for those able to receive it through their college/university. Housing is not provided, but we may be able to help you in your housing search. If you are selected for an intern position you will be required to provide references and pass a criminal history background check.

#### **TO APPLY:**

Please send application materials (listed below) to:

**Education Programs Coordinator**  
**Oregon Coast Aquarium**  
**2820 SE Ferry Slip Rd**  
**Newport, OR 97365**  
**Email: [education@aquarium.org](mailto:education@aquarium.org)**

Applications will be accepted until **3/9/17**  
**Interviews will take place March 22<sup>nd</sup> – 23<sup>rd</sup>.**  
**Start Date: May 23<sup>rd</sup>, 2017.**

#### **APPLICATION MATERIALS:**

- Resume
- Cover letter
- Completed Application
- At least three references

# Oregon Coast Aquarium Education Summer Internship Application

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

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

Primary Phone: \_\_\_\_\_ Secondary Phone: \_\_\_\_\_

College/University: \_\_\_\_\_

Major field of study: \_\_\_\_\_

Graduation date (or expected date): \_\_\_\_\_

Courses and experience applicable to this internship:

How did you hear about the internship?

Dates available: \_\_\_\_\_

Are you seeking college credit?      Yes      No

Do you have First Aid/CPR certification?      Yes, exp. \_\_\_\_\_      No

**For office use only:**

Date received: \_\_\_\_\_

Interview date and time: \_\_\_\_\_

Interviewer: \_\_\_\_\_ Accepted: \_\_\_\_\_

Start date: \_\_\_\_\_ End date: \_\_\_\_\_

