



POSITION DESCRIPTION

Job Title: *Intern*

Reports To: *Senior Manager, Education Resources and Training*

Department: *Conservation Education*

FLSA Status: *Exempt*

Work Schedule: *M-F, 8:00-4:00 p.m., occasional weekends*

Job Type: *Internship*

POSITION SUMMARY

This position helps educate children ages 2-14 about science, animals and conservation in our summer Zoo Camps. Education Interns develop child management techniques, interactive teaching strategies, and are directly mentored and extensively trained through a self-reflective, experiential training program. This role works closely with an experienced team of educators and is supervised by the Senior Manager, Education Resources and Training. Education Interns play an important summer role in support of the Zoological Society of Milwaukee's (ZSM) mission to educate people about the importance of wildlife and animals and support the Milwaukee County Zoo, and the Conservation Education department's vision to inspire and empower all members of our community to take conservation action.

CONSERVATION EDUCATION DEPARTMENT VISION & VALUES

The Conservation Education Department's vision is that all community members are inspired and empowered to take conservation action. As a cultural institution in the Milwaukee community, we value the ideas of connectedness, inclusion, conservation, interactive learning, and creativity for our participants, staff, and city.

PROGRAM INFORMATION

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| <ul style="list-style-type: none"> • 10-week internship from beginning of June to mid-August • Additional opportunity to apply for Team Teaching (teach a Zoo Camp supervised by an Education Instructor) • Additional opportunity to apply for limited Teaching Assistant Internship positions (8-10 days teaching a Zoo Camp) | <ul style="list-style-type: none"> • Paid position • Does not provide housing • Does not allow for direct animal handling or veterinary experience |
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ESSENTIAL FUNCTIONS

An individual in this position would be able to fulfill the following responsibilities. Accommodations may be made to enable individuals with disabilities to perform the essential functions of this position.

- Serve as conservation education intern for Zoological Society of Milwaukee's summer enrichment programs (Zoo Camp)
- Study and learn curricula, prepare classroom materials, and set-up classroom spaces
- Assist education instructors in classroom educational activities and lead Zoo tours
- Implement policies and procedures to ensure a safe and engaging Zoo education experience for participants
- Mentor and evaluate High School Assistants (volunteers) on a daily basis with supervision by the High School Coordinator
- Focus on career development and professional skills during internship through reflection, mentoring, and evaluation
- Learn and employ strong child management and interpersonal skills to connect to and relate with a variety of participants, family members, and volunteers, ranging in age and diversity
- Act with integrity and professionalism in the workplace at all times, and in representation of ZSM on Zoo grounds
- Assist with Conservation Education Department light housekeeping

REQUIREMENTS

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| <ul style="list-style-type: none"> • 18+ years of age and current college student or recent graduate • Open to any major of study for those passionate about education, conservation, wildlife, natural resources, and/or social sciences (e.g. informal or formal education, conservation, zoology, biological sciences, forestry, human dimensions, psychology, etc.) | <ul style="list-style-type: none"> • Mandatory trainings at beginning of June • Physical Requirements – Standing, squatting, kneeling, carrying boxes, & two or more hours of walking • ZSM application and background check |
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DIVERSITY, EQUITY & INCLUSION:

- ZSM is an equal opportunity employer. The Zoological Society is committed to inclusion, diversity and non-discrimination. Our practices support this commitment and are consistent with other institutions in the Milwaukee community.
- At ZSM, we believe that active inclusion and diversity lead a team to success. We are champions of equity and believe diversity and differences allow us to do our best work.