

**Title:** Animal Care Intern

**Reports To:** Jeannette Bush

**Duties and Responsibilities:**

- Handle all animal care responsibilities of Reptiles and Aquaria; including but not limited to: Feedings, feeding schedules, upkeep of tanks and enclosures, socialization of species  
*\*\*\*must be comfortable with feeding our reptiles live mice and crickets*
- Make feeding supply purchases at local pet stores (supply and mileage reimbursements will be made at the end of each month; company credit card also available for use of feeding supply purchases)
- Coordinate the Public Feeding Days every Saturday at 12pm in the Interpretive Center
- Maintain salt water aquaria water quality by performing weekly water tests
- Assist with animal care and water testing responsibilities at the WOW bus
- Dust and maintain all interpretive center displays weekly and maintain lab area cleanliness and tidiness
- Assist with interpretive center display improvement, including but limited to the discovery drawer project
- Lead guided tours, service events, and education events
- Attend and represent the Bolsa Chica Conservancy for scheduled outreach events
- Perform hosting duties at the Interpretive Center when necessary, including general upkeep of Interpretive Center like sweeping and emptying trash cans
- Assist in annual events such as the annual gala, coastal clean-up day, Fourth of July Brunch, and Earth Day Festival  
*\*the annual gala requires all day, mandatory attendance*
- Participate in cross training, team building, and staff meetings
- Perform tasks as necessary and assigned

**Position Requirements**

- B.A. or B.S. in Natural Sciences or related field of study; or enrollment at a Junior College or University in Natural Sciences or related field of study
- Long-term session: Minimum of 500 hours completed by end of internship period
- Short-term session: minimum of 240 hours completed by end of internship period

