

INTERNSHIP POSITION DESCRIPTION

POSITION TITLE:	Marine Mammal Curatorial Intern		
SEASON:	<input checked="" type="checkbox"/> Winter (Jan – April)	<input checked="" type="checkbox"/> Summer (May – Aug)	<input checked="" type="checkbox"/> Fall (Sept-Dec)
GROUP/DEPARTMENT:	Seven Seas / Animal Programs		
POSITION MENTOR/REPORTS TO:	Marine Mammal Curator		
PAID/UNPAID:	Unpaid		
BASIC FUNCTION:	This position contributes to the success of the Chicago Zoological Society by assisting the Marine Mammal curator with various daily duties as necessary research, literature reviews, and data entry projects, via remote access.		

PRIMARY JOB DUTIES AND RESPONSIBILITIES:

Indicate approximate % time for each duty listed over the course of the internship.

1. Assist the curator in developing written materials concerning animal welfare and best practices.
2. Coding and organizing data pertaining to animal behavior and welfare.
3. Assist with organizing data from various research projects.
4. Literature review and research.
5. Regular video virtualcall and telephone meetings with the curator to discuss work and progress.
6. Other related duties as assigned. (10%)

POSITION REQUIREMENTS AND SPECIFICATIONS

- Minimum of 2 years of college and in good academic standing.
- Must be at least 18 years of age.
- Excellent organizational, written, and oral communication skills. Strong analytical skills.
- Working knowledge of Microsoft Access and/or Excel is preferred, but not required.
- Self-motivated in an at-home work environment.
- All interns are required to complete either a final project or daily journal as part of their experience. See Additional Information below for more details.

ADDITIONAL INFORMATION:

The marine mammal department at Brookfield Zoo houses the zoo's California sea lions, grey seals, and common bottlenose dolphins. This area is overseen by the Curator of Marine Mammals. The Marine Mammal Curatorial Intern will assist the area curator with various research, literature reviews, and data entry projects, via remote access. We are able to be flexible with the schedule, as all work will be remote, and can accommodate students or those working another job.