Oregon Coast Aquarium
Education Spring 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 his/her career goals. The Education Spring Intern assists the Education Specialists and Coordinator with the preparation and facilitation of spring programs including classroom labs, preschool programs, interpretive programs, special day events, and other on- and off-site events. Our internships offer hands-on opportunities to work with youth and the general public in conservation and environmental education in an aquarium setting and require a minimum commitment of eight weeks. 10-12 weeks is ideal.

POSITION TITLE: Education Spring Intern

REPORTS TO: Education Specialists

DATES: Spring 2015, March – June (exact dates are negotiable)

POSITION DESCRIPTION:
The Education Internship program is designed to provide participants with practical learning experience and knowledge in the field of informal education. In return, the intern makes a significant contribution to the Education Department at the Oregon Coast Aquarium. Intern duties may include the following (may vary based on skill level and departmental needs):

- Assist the education staff in the supervision and instruction of classroom labs and preschool programs. Lead activities as requested.
- Assist education staff in the daily and weekly set-up, clean-up, and facilitation of each program.
- Present public presentations during feeding times of some exhibit animals.
- Design and test value-added programs for summer.
- Assist the education staff in coordinating and presenting special day events on site.
- Assure that the classroom and other work areas are clean and orderly.
- Assist in the care of classroom interpretive animals and saltwater tank.
- Assist with logistics of Aquarium Sleep with the Sharks program.
- Assist educators with exploring new ideas for puppet/theater programs
- Other duties as assigned.

ABOUT THE AQUARIUM:
The Oregon Coast Aquarium is a world-class marine educational attraction nestled on beautiful Yaquina Bay in Newport, Oregon. The Aquarium is a living classroom for all learning styles and ages. As one of Oregon's top tourist attractions, the Aquarium is a vital educational resource for the state, with over 40,000 students visiting the aquarium each year. The Aquarium strives to be a center of excellence for ocean literacy initiatives and plays an active role in conservation and animal rehabilitation efforts.
QUALIFICATIONS:
- Be currently enrolled in a college or university, or have recently graduated.
- Have a minimum of one year of course work in a major field of study to be applied during the internship (e.g. education, interpretation, biology, zoology, environmental science, etc.).
- Experience working with children ages 4-12.
- Demonstrated enthusiasm for and interest in working with children, Aquarium visitors, and marine animals.
- A basic knowledge and understanding of computer word processing, spreadsheets and PowerPoint.
- The ability to gain and hold a driver’s license is required.
- First Aid/CPR certified preferred.

WORK SCHEDULE:
16 to 40 hours a week for a minimum of eight weeks. Interns may be expected to work on holidays, weekends and some evenings.

COMPENSATION:
The Education Internship is unpaid. Professional development opportunities are available. Possible college credit for those able to receive it through their college/university. No housing provided, but we may be able to help you in your housing search.

TO APPLY:
Applications are accepted year-round and selections are considered until positions are filled. Generally positions are filled by early February. Please send a resume, cover letter, application and at least three references contacts to:

Education Programs Coordinator
Oregon Coast Aquarium
2820 SE Ferry Slip Rd
Newport, OR 97365
Email: education@aquarium.org
Oregon Coast Aquarium
Education Spring 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: _______________________________________________________________________

Type of internship interested in (please circle one): Full-time    Part-time    Either

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: _____________________________