

**ALASKA WILDLIFE CONSERVATION CENTER
JOB DESCRIPTION**

Title: Naturalist Intern
Category: F/T, Seasonal, Paid
Reports To: Education Outreach & Volunteer Coordinator
FLSA Status: Non-Exempt

General Function

- Responsible for assisting and supporting the Education Outreach & Volunteer Coordinator in all interpretation, education programming and tours on and off site. This position is designed for the college student interested in working in the field of environmental education, interpretation, and/or wildlife.
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Major Activities (Typical Duties/Responsibilities)

- Works days and hours assigned by EOVC Coordinator; A full 40-hour week over a 5 day stretch (8hours/day).
 - Execute daily step on guide tours, private tours, moose encounters, and Walk on the Wildside 1.5-hour walking tours which include going in with animals such as porcupines, Sitka black-tailed deer and other baby animals if available.
 - Will spend time roaming the park, giving short interpretive talks, courteously answering questions and enforcing feeding rules for the animals while providing great customer service.
 - Public speaking to large and small audiences, speaking professionally using correct terminology in compliance with AWCC verbiage and standards.
 - Naturalists may incur other tasks such as gardening, weeding, and minor groundskeeping to ensure presentability of facility and ensuring no trash enters animals' enclosures.
 - Will assist animal care staff in feeding once checked off by Lead Animal Keeper or Curator. Including, cleaning animal enclosures, crafting animal enrichment items, making animal diets, and giving short educational keeper chats.
 - Will use interpretive techniques such as storytelling and metaphors providing visitors with the opportunity to connect both emotionally and intellectually to AWCC, deepening the visitor's experience.
 - Reports all departmental personnel concerns directly and immediately to the EOVC Coordinator.
 - Carries out the responsibilities of the position in a professional and appropriate manner.
 - Other duties as assigned.
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Required Skills/Abilities

- Ability to work in a team environment to help achieve AWCC's goals and objectives.
 - Strong communication skills, both written and oral.
 - Must possess a positive and respectful attitude.
 - Exceptional work ethic, attention to detail and time management skills.
 - Ability to walk for long hours during the day providing interpretive talks in a drastically changing weather environment.
 - Ability to work directly with the public, providing information and assistance as needed.
 - Ability/willingness to learn and pass on to customers those areas of interest to visitors, such as local history, people, culture, geography, etc.
 - Must be able to work a flexible schedule as needed.
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Area Specifics/Housing

- Employee housing is available onsite. Each room offers a bed, linens, towels, and shared bathroom/kitchen area with other seasonal employees.
- Rent for housing is \$325/month.
- With valid license/driving record; employees have access to AWCC vehicles for grocery trips.
- Portage, AK is located 45 miles south of Anchorage; 10 miles south of the local ski-town known as Girdwood. There are beautiful scenic mountains surrounding the AWCC, as well as the ocean, rivers and glaciers. Having your own vehicle will make your experience in Alaska more enjoyable but is not required for the position.

PREFERRED QUALIFICATIONS (education, experience, skills)

- A High School Diploma
- Some college in a related field: Natural Resource and Environmental Studies, Education, Interpretation, Biology, Wildlife/Zoological Sciences.
- A positive attitude and strong work ethic.

EMPLOYEE PRINTED NAME: _____

SIGNATURE: _____

DATE: _____