



Position Description:	Wildlife Care Intern
Status:	Unpaid
Reports to:	Intern Coordinator
Date Created:	12/01/2019

POSITION PURPOSE

Under the supervision of the Intern Coordinator, the Wildlife Care Intern is charged with providing daily supportive and rehabilitative care to injured, orphaned and ill wildlife. The Wildlife Care Intern will work alongside volunteers, apprentices, and staff to support the organization as a whole and serve Center for Wildlife's mission to sustain local wildlife.

Center for Wildlife's Wildlife Care Internship offers practical and experiential learning opportunities in a large rehabilitation clinic. Some of the skills learned include species identification, husbandry and handling techniques, species specific diet preparation and formulas, species habitat set-up, cage maintenance, assistance with medical exams, and hand feeding of young birds, mammals, and debilitated wildlife. Professional development training includes time management through prioritizing daily tasks and working on short-term projects simultaneously. Further educational opportunities will be offered through in-house workshops taught by Wildlife Specialists and Veterinarians. Interns will also get an opportunity to observe an educational program and learn about the education and outreach team's daily operations. The Wildlife Care Intern is expected to show initiative in seeking out additional opportunities and capitalizing on learning opportunities through carrying out daily tasks.

I. ESSENTIAL POSITION RESPONSIBILITIES

A. Medical Clinic/Rehabilitation

1. Patient Care

Participates in daily clinic operations under the supervision of the Medical Clinic Staff, specifically:

- a. Day to day care of medical clinic patients, including medications, feedings, and cleaning.
- b. Care and feeding of baby birds and baby mammals.
- c. Providing natural browse and habitat set-up for patients in care.
- d. Preparing species specific diets for wildlife.
- e. Maintaining a safe and healing environment for patients.
- f. Performing proper handling and restraint techniques.
- g. Attending workshops led by staff to learn more about the field of conservation medicine.
- h. Cleaning and helping to maintain outdoor cages and grounds.

2. Patient Assessment and Oversight

Collaborates with Wildlife Specialists to help with:

- a. Monitoring of current patients and alerting Wildlife Specialists in changes in health status or behavior.
- b. Providing appropriate husbandry, nutrition, and enrichment to promote healing.
- c. Assisting with assessments of current patients for release.

B. Organization-Wide Support, Duties, and Expectations

1. Participates in educational programs related to wildlife rehabilitation.
2. Recommends initiatives and changes to improve quality and services for CFW and areas of responsibility.
3. Works with other areas to coordinate workflow and activities to insure a seamless operation.
4. Identifies and determines cause of problems; develops and presents recommendations for improvement of established processes and practices; initiates and implements plans to solve problems.
5. Maximizes productivity through the use of appropriate tools; aids in developing resources that create timely and efficient workflow.
6. Ensures completeness, accuracy, and timeliness of all operation functions.
7. Operates as part of the CFW team and maintains and supports a positive work culture.
8. Establishes rapport with a diverse range of staff, apprentices, volunteers, and constituents.
9. Maintains dignity and self-control in difficult situations.
10. All other duties as required.

C. QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

1. Ability to learn and retain basic knowledge of native species and their natural histories.
2. Physical fitness to work on feet for 8-10 hours (with breaks), lift up to 30 pounds unassisted, and safely restrain large raptors, waterbirds, and mammals with instruction.
3. Superior interpersonal and communication skills.
4. Willingness to learn, perform daily tasks, and assist staff while promoting a positive work culture.
5. Strong organizational skills for coordinating multiple functions and planning.
6. Able to work efficiently and thoroughly under stress.
7. Able to maintain confidential information.

D. KNOWLEDGE, SKILLS AND ABILITIES

1. Interpret technical procedures or regulations.
2. Ability to effectively present information and respond to questions from staff, volunteers, and apprentices.
3. Ability to define problems, collect data, establish facts, and draw valid conclusions.
4. Ability to be flexible and work as a team to accomplish tasks.

E. WORKING CONDITIONS

Extended work hours are periodically required. Work is subject to inflexible deadlines.

The intent of this position description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented.

F. EDUCATION AND EXPERIENCE

Recommended associates degree or certification from a college or university, or currently attending to obtain a degree, in the fields of wildlife ecology, biology, zoology, veterinary technology or pre-vet preferred. Previous experience in the field preferred but not required. Previous work experience preferred.

II. Compensation and Benefits

1. Time off is to be approved by supervisor a **minimum two weeks** in advance and interns are required to find coverage for shifts.

2. Access to resources and experiential learning opportunities including CFW's library, memberships, database subscriptions, and in-house workshops and trainings.
3. Monthly 1:1 Check-ins with Medical Clinic Apprentice Mentors to track program progress and professional development.
4. This internship is unpaid.
5. Interns will have access to CFW subscriptions including IWRC, NWRA, and Birds of NA.