

# California Wildlife Center

## 2018 Wildlife Rehabilitation Internship

### Job Description

**Job Title:** Wildlife Rehabilitation Internship

**Division:** Animal Care  
**Reports To:** Hospital Manager  
**FLSA Status:** Seasonal  
**Prepared Date:** November 2017

**Summary:** During this unpaid Internship you will assist staff and volunteers with all aspects of animal care.

#### **Sessions, schedule, and housing:**

There will be four sessions of approximately 10 weeks each.  
The weekly requirement is 32hrs comprised of 4 shifts that are 8 hours each.  
Each shift will be 7am – 3:30pm or 11:30am – 8pm.  
Housing is the responsibility of the applicant and must be within reasonable distance from CWC. California Wildlife Center is unable to provide housing.

***Start dates are generally flexible within reason.*** Weekly time commitments can be adjusted at the Hospital Manager's discretion.

Proposed 2018 session dates are:

Session 1: March 5 - May 13 (3 positions available) (10 week session)  
Session 2: May 1- July 8 (8 positions available) (10 week session)  
Session 3: June 18 - August 19 (8 positions available) (9 week session)  
Session 4: August 13 – October 21 (2 positions available) (10 week session)

**Essential Duties and Responsibilities** include the following (other duties may be assigned):

- Daily husbandry related activities including medical treatments, cleaning, diet preparation, feeding in the Intensive Care Unit and the Orphan Care Unit.
- Advanced animal care duties such as tube feeding, reading bloodwork, fracture stabilization, medication dosing, and subcutaneous fluid administration
- Assist with intake procedures for new patients
- Species identification and determining specific care requirements based on natural history and species behavior

- Safe handling skills for a wide variety of wildlife including raptors, pelagic birds, songbirds, and mammals
- Answer the emergency phone line and give information to the public
- Assist in performing wildlife releases
- Responsible for animal enrichment program
- Learn about the natural history and behavior of native California wildlife
- Learn medical record keeping skills
- Assist in transporting wildlife from local animal shelters (desired but not required)

**Qualifications:**

- Must be 18 years of age or older
- Science studies, natural science studies, or animal care background required
- Must have respect for wildlife and courtesy toward the public

**Job Requirements:**

- Must be able to perform physically demanding tasks such as cleaning, lifting, bending, stooping, etc
- Must be able to work independently and as a team member
- Must be able to perform tedious tasks for long periods of time
- Must be able to work quickly and efficiently while following directions and procedures
- Must be able to multitask and work in a very stressful environment
- Must be able to work long hours with few breaks
- This is an unpaid internship

**Language Skills:**

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedures manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

**Mathematical Skills:**

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate ratio and percentages.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly required to use hands to handle or feel; reach with hands and arms; talk or hear and smell. The employee is frequently required to stand; walk and sit. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an intern encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is routinely exposed to toxic or caustic chemicals; routine exposure to zoonotic diseases, aggressive and feral animals; routinely exposed to mechanical moving parts; and outside weather conditions.

**Contact:**

To apply, please submit a resume and your letter of intent to the email below. Your letter of intent must **state the session you are applying for and detail interests, experience, housing accommodations, and overall availability**. If you qualify, a telephone interview will be scheduled after your application has been received. If you have any questions, please email Denys Hemen at [denys@cawildlife.org](mailto:denys@cawildlife.org).

There is no deadline by which you must apply; positions for all sessions are filled on an ongoing basis as qualified candidates are found. However, Positions fill quickly so be sure to apply early.

EOE/M/F/D/V