



Education Volunteer Application

Thank you for your interest in the Lake Superior Zoo volunteer program!

The Lake Superior Zoo is a conservation education facility whose mission is to provide close-up animal experiences which inspire connections to wildlife and action toward conservation in our region and around the world. Through a variety of programs, both formal and informal, we wish to provide a greater understanding and respect for the animal world, as well as our planet. Without the help of volunteers, we cannot fulfill our mission! If you have any questions, please contact the Zoo Volunteer Manager at (218) 730-4500 ext. 210 or e-mail: mmichaels@lszoo.org

You may return the completed application by mail or email to:

Lake Superior Zoo
Attn: Volunteer Manager
7210 Fremont St.
Duluth, MN 55807

Thanks again for your interest and we look forward to meeting you!



Education Volunteer Position Description

Position Title: Interpreter or Docent

Supervised By: Volunteer Manager

Principal Working Relationships: Volunteer Manager, Education Program Coordinator, Director of Education, Animal Care Staff, Zoo Visitors, other Volunteers

Term of Appointment: Minimum of one year active participation

Time Commitment: 72 hours per year or approximately 6 hours per month and any required meetings or trainings.

Additional Training: After 30 hours interpreting with education carts, a volunteer may be invited to attend animal handling training and become a docent. Animal handling training will be offered on a case-by-case basis after a volunteer demonstrates the ability to volunteer on a consistent basis and the ability to volunteer independently.

Volunteer Program Goal: The goal of the volunteer program is to assist zoo staff with providing exceptional visitor experiences by volunteering time and talents for tasks that support the mission of the Lake Superior Zoo.

Essential Functions:

Present conservation/education messages to the public by:

- Stationing a bio-facts cart at various zoo exhibits for the purpose of wildlife interpretation
- Maintaining a presence in the Griggs Learning Center after animal handling training
- Always acting as a Zoo Ambassador
- Researching up-to-date animal information with help of the Volunteer Manager
- Presenting animals for in-reach and outreach programs after animal handling training
- Attending volunteer meetings and all scheduled shifts

Additional Functions:

- Provide formal and/or informal presentations to the public
- Provide interpretation support at zoo exhibits
- Assist with special event activities, games and crafts
- Participate in animal observations
- Serve as a mentor in the training and orientation of new docents
- Participate in committees and special projects
- Assist with off-site Zoomobile programs after animal handling training

Service Conditions: Work will be conducted indoors and outdoors and subject to all weather conditions. Volunteering may occur on weekdays, weekends and evenings based upon scheduling needs. Because education volunteers work with children and vulnerable adults, a criminal record check and reference checks are required prior to assignment.

Knowledge, Skills, and Abilities Needed:

- Ability to maintain a courteous attitude towards the public, staff and peers at all times.
- Ability to communicate in a professional manner.
- Ability to maintain current and accurate records of volunteered hours.
- Ability to follow direction and work as an individual or with a team.
- Successful completion of zoo orientation and interpretive training and participate in ongoing training.
- Successful completion of animal handling training if invited.

Physical, Emotional, and Intellectual Demands:

- Must be 18 years of age or older.
- Must have a willingness to comply with volunteer uniform policy.
- Must have clear speaking skills and the ability to remember facts and interpret information.
- Must be able to work independently.
- Must have clear speaking skills and the ability to remember facts and interpret information.

Equipment used: Telephone, Computer (email, flash drive, internet), Zoomobile, Bio-facts, Animal Accessories (exercise balls, leashes, grooming items).

Evaluation: Informal check-ins will take place on a regular basis. An evaluation may occur if needed to resolve conflicts, concerns, or other issues.

Do you have any experience working with animals? If "yes" please explain.

Do you have any experience with public speaking? If "yes" please explain.

On a Scale of 1-10 (with 1 = "Not at all" and 10 = "Love to") how comfortable are you approaching and speaking to the public?

Would you be volunteering through another organization? If so, what organization?

Please List Your Current or Previous Employer:

Current or Previous Job Title: _____

Employer Name: _____

Employer Address: _____

Supervisor Name: _____

Supervisor Phone Number _____

Supervisor E-mail _____

May we contact this person for a reference?

Please list any Current and Former Volunteer Experiences Here:

Please list one non-related reference (can be from work, school, or another organization where you demonstrated work skills)

Name _____

Phone Number _____

Company/Organization _____

E-mail _____

Relationship to you _____

How long have you known this person? _____

Medical

This volunteer job requires volunteers to safely perform tasks summarized in this application. Can you perform these duties with (or without) reasonable volunteer job accommodation? If you require accommodation, please describe below.

Date of your last tetanus shot: _____

Submitting this application means the following:

- You are ready to commit to 72 hours of volunteer time over the course of 12 months beginning on the date of your volunteer orientation.
- You are able to abide by the Lake Superior Zoo’s policies and procedures.
- You are able to pass a criminal background check.
- You have a passion for learning, fun, and inspiring visitors to make connections with our animals.

Initial: _____

Agreement

By signing below I acknowledge the following:

-Before being accepted to any position, all volunteers must fill out a complete application, attend an interview with the Volunteer Manager, and pass a criminal background check. A selection process is used in the recruitment phase and not all applicants are accepted into the program.

-I am at least 18 years of age or older, and understand that misrepresenting myself on this application will prohibit me from future acceptance into the program.

-I certify that the information in this application is correct to the best of my knowledge and I understand that falsifying any information may result in termination of my participation in the volunteer program.

-I agree to immediately notify the Lake Superior Zoo if I should be convicted of a crime involving dishonesty, breach of trust, controlled substances, sexual misconduct, abuse or violence while my application is pending or during my period of volunteer service.

-As a volunteer at the Lake Superior Zoo, I understand that I will not come in contact or work directly with any dangerous animals such as tigers, lions, snow leopards, and monkeys.

Signature

Date

For Office Use Only	
Date Received: _____	Left Message: _____(email or phone)
Interview Date: _____	Training Date: _____
United Way Referral: YES	NO