



Wild and Free Rehabilitation Program Summer Intern Positions

Wild and Free is a non-profit organization committed to professionally rehabilitate wildlife, educate the community, and promote the conservation of the natural environment. We provide rescue, medicine, surgery and physical therapy leading to the release of wildlife into their natural habitat. We take in all kinds of animals from bald eagles to fawns and are one of the only rehabilitation centers in the state of Minnesota that accepts black bears. We are looking for 4-5 part-time interns to join us for the 2024 season (flexible; May-August).

Job Description

Our summer interns are a vital part in ensuring that all of our animals are fed and cared for on a daily basis during our busy season. Each shift, interns will be tasked with providing animal care, instructing volunteers, cleaning and upkeep of the grounds, and some daily administrative duties under the supervision of the Wildlife Program Coordinator. This is a very labor intensive position, as you will be asked to lift boxes and bags of food, get up on step stools or down on the floor to clean cages, and help with maintenance around the grounds.

We also ask that our interns assist in our summer fundraiser, as well as complete an animal care manual or poster for a species that they work with throughout the summer as a final project (due at the end of their term).

After completing their internship, our interns will have gained hands-on experience working with a multitude of native Minnesota wildlife species, gained valuable interpersonal skills, and learned about how a non-profit wildlife rehab operates.

This is a paid internship with an hourly wage of \$13.00/hour. Interns are responsible for finding their own housing accommodations, but our program coordinator is happy to assist in finding available locations. With the influx of vacationers in the area during summer months, we recommend settling housing as soon as possible after acceptance.

Job Responsibilities

1. Animal Care

- Prep food for the animals in proper amounts, maintain proper temperatures
- Update animal care charts with feeding, medication, and care provided
- Adjust individual feeding amounts and procedures as needed based on provided guidelines
- Assume cleaning and feeding duties when no volunteers are available

2. Volunteer Coordination

- Cooperate and communicate effectively with volunteers to complete feeding checklist in a timely manner
- Delegate tasks to volunteers of varying ability and experience levels, assisting where needed

3. Administrative duties

- Attend at least 1 monthly board meeting during the duration of the internship
- Be a point of contact between Wild and Free & Garrison Animal Hospital when needed for pick-up, delivery, or admitting/processing of patients.
- Monitor and report low supplies to Wildlife Program Coordinator (food, cleaning, medical, etc)
- Admittance of patients when Garrison Animal Hospital is closed

Requirements

- Current college student or recent graduate with a major in wildlife, biology, zoology, animal sciences, or a related field
- Previous work or volunteer experience
- Able to lift 45 lbs
- Capable and willing to work outside in all weather conditions
- Valid driver's license

Preferred Qualifications

- Excellent interpersonal and communication skills
- Demonstrated organizational and efficiency skills
- Consistent time management skills, able to maintain a schedule
- Confidence working with others and handling a variety of personalities & ability levels
- Prompt communication via phone call, text message, and email
- Flexible work schedule including weekend availability (Shifts run 7am-2pm and 1pm-8pm)

Please email resumes and 3 professional references, along with any questions to:

**Grace Frickenstein
Wildlife Program Coordinator
gracefrickenstein@wildandfree.org**