Thank you for your interest in the Aquarium Internship at the Point Defiance Aquarium. Point Defiance Zoo and Aquarium is a non-profit public educational facility. The aquarium staff at Point Defiance is dedicated to the husbandry and interpretation of a large collection of live marine fish and invertebrates found in many regions of the North and South Pacific Ocean. Please review the following information carefully.

Application Schedule:

Spring internship:	March/April/May Applications accepted until the 3rd Friday in January
Summer internship:	June/July/August Applications accepted until the 1st Friday in March
Fall internship:	September/October/November/December Applications accepted until 3rd Friday in June
Winter internship:	January/February/March Applications accepted until the 3rd Friday in October

If accepted you must have had a tetanus vaccine within the last five years. As our internships are unpaid, interns are considered volunteers so the zoo does not provide any medical coverage for on or off the job injuries or incidents.

Good luck,

Cathleen McConnell
Internship Program Coordinator
Education Department

Marc Duncan
Intern Coordinator
Aquariums

THE AQUARIUM AT POINT DEFIANCE
Internship Information

The internship program at the Aquarium of Point Defiance Zoo and Aquarium is designed to provide individuals with practical learning experience while gaining valuable knowledge related to his/her career goals. Requests for internship positions are evaluated on experience - professional and/or volunteer, academic achievement, interview success, and positions available.

To apply for an internship within the Aquarium department at Point Defiance Zoo and Aquarium you must:

1. Be currently enrolled in a college or university, or have recently graduated from a college or university.
2. Have a minimum of one year of course work in a major field of study to be applied during the internship (e.g. biology, zoology, animal behavior, psychology, etc.).
3. Be capable of the physical abilities required to work with animals (i.e. lift 50 pounds, etc.).
4. Submit an application.
5. Submit a cover letter. (including your career goals)
6. Submit a resume.
7. Submit answers to application questions.
8. Submit two letters of recommendation from an advisor or supervisor. Each letter should specify the internship position for which you are applying.
9. Undergo a phone or on site interview.
10. Commit to 32-40 hours a week for 3 to 4 months. A minimum of 400 hours is required.
11. Once selected, verify ability to swim.
12. Once selected, provide proof of a tetanus vaccination within the past 5 years.

Please mail OR email completed application materials to:
cathleen.mcconnell@pdza.org

Point Defiance Zoo & Aquarium
Internship Program Coordinator – Education Department
5400 North Pearl Street
Tacoma, WA 98407

Please note: Incomplete application packets will not be considered. However, letters of recommendation may be sent separately. Please make sure that each letter of recommendation specifies the internship for which you are applying.

Aquarium Internship Description

The Aquariums at Point Defiance Zoo offers the most diverse display of live animals throughout the entire Point Defiance facility. This collection is made up of over 300 different species of fish and invertebrates, from varying ocean habitats along the Pacific Rim. The diversity of marine life at the aquarium provides for some unique challenges and opportunities for career oriented students in the field of marine biology.

The internship program at the aquarium at Point Defiance Zoo is designed to provide participants with practical learning experience and knowledge in aquatic animal husbandry. It can also provide an opportunity to do additional projects for college credit. In return, the intern makes a significant contribution to the Aquariums.

The aquarium internship is an intense, concentrated, non-paid position that allows an individual to assist aquarists in almost all areas of basic aquarium husbandry while gaining practical learning experience and knowledge in preparation for a career in a public aquarium.

Interns work 5 days a week for a period of 3 to 4 months, giving them an approximate total of 400 – 500 hours worked. A minimum of 400 hours is required.

This internship is designed to provide instruction in the following areas:

1. Animal Husbandry
   - General maintenance and care of marine fish and invertebrates systems
   - Animal observations
2. Nutrition and Diet
   - Food preparation and feeding techniques
3. Record Keeping
4. Water Quality
   - Maintaining proper aquarium water quality parameters
   - Properties of natural seawater
   - Biological cycles in aquariums
5. Public Education
   - Interpretation of exhibits
   - Informal public contact
   - Tours and presentations
6. Knowledge of Marine Fish and Invertebrates
   - Natural history, behavior, scientific names

Aquarium Intern Assignments

During your internship, you will be asked to complete the following tasks:

Journal
Keep informal journals describing your daily activities and to record your thoughts and experiences, and any questions or concerns you would like to share with the staff. The internship coordinator will review your journal monthly to evaluate your progress.

Monthly Meetings
Once a month you will meet with the Aquarium's internship coordinator. This will be an opportunity to evaluate how your internship is progressing, review your journal entries, and answer any questions.

Daily Assignments
On a daily basis you will be responsible for assisting the staff with routine aquarium husbandry and maintenance. The assignments will consist of upkeep of visitor galleries, behind the scenes exhibit maintenance, food preparation, feeding of animal diets, and general in-house area chores.

Personal Exhibit
During the internship, you will be assigned the responsibility of caring for one exhibit aquarium. Under the direction and guidance of the staff, you will learn proper techniques of cleaning, feeding and observing "your" exhibit.

Personal Project
Depending on the requirements of your college or university and the number of credits you will be receiving for your internship, you will be asked to come up with a project to implement under the guidance of the aquarium staff. The following are suggestions:

- Develop a collection or exhibit plan for a potential new exhibit species and/or habitat.
- Create and carry out a research project on one of the following topics relating to the aquarium collection; animal behavior, water chemistry, fish pathology, aquaculture, or fish nutrition.
- Do an in-depth library research project on one aquarium species and provide staff with copies of the latest research literature.
- Create an interpretive presentation for the general public on one or more of the aquarium's exhibits.

You will be required to submit a written proposal for your project no later than one week into the internship.

POINT DEFIANCE ZOO & AQUARIUM
Aquarium Internship Application

Name_____ Date_____

Mailing Address _____

Email Address _____

Primary Phone _____ Secondary Phone _____

College/University_____

Address_____

Attendance/Graduation date _____ Major Field of study: _____

Name of Professor sponsoring internship (if applicable)_____

Number of credits received upon completion (if applicable):_____

Courses and experience applicable to this internship:

_____

_____

_____

_____

_____

How did you learn of this internship?_____

Circle internship applying for: *winter* *fall* *spring* *summer*

*Dates available:*_____

For office use only:

Date Received:_____

Date sent to Aquarium:_____

Interview date and time:_____ Interviewer_____

Accepted: _____ Start date: _____ End date:_____

Hours: _____ Days off: _____

Aquarium Internship
Short Essay Questions

1. Please tell us what you would bring to the Aquarium's internship program. Include both strengths and weaknesses. Please be specific.

2. What are your career goals? Describe your perception of the ideal job and where you see yourself in ten years.