



Position: WAVE Foundation Community Engagement Intern (Summer 2024)
Hiring Organization: WAVE Foundation at Newport Aquarium (AZA Member)
Wavefoundation.org/volunteer
Location: Newport, KY
Volunteer/Internship: Internship - unpaid

Position Summary: WAVE Foundation Community Engagement Intern serves as an ambassador for WAVE Foundation in the Community. The person serving in this internship will be instrumental in delivering WAVE Foundation’s mission at public events and during outreach programming. This internship is overseen by the Community Engagement Manager. There is no monetary compensation for this internship.

Responsibilities:

- Assist with community programs, tabling events, and WAVE Fundraising events (50%)
- Must participate in WAVE Foundation’s Annual River Sweep on Saturday, June 8th
- Must participate in WAVE Foundation’s Annual Putt for Penguins Fundraiser on Monday, June 24th
- Lead or assist in the delivery of Prek-12 WAVE on Wheels programming (50%)
- Learn WAVE Foundation’s mission and be able to communicate that to people of all ages.
- Help generate new ways on engaging the community in conversations on sustainability, conservation, and environmentalism.
- Follow and adhere to WAVE Foundation and Newport Aquarium policies and procedures for proper care, handling and presentation of program animals upon completion of animal handling training, provided by Education Department staff.
- Maintain knowledge of the animals you will be working with, and the methods, materials, procedures and techniques utilized in assimilating scientific information and effectively communicating/interpreting to a broad range of audiences.
- Must be willing to travel around the tristate with Educational programs, and assist/lead WAVE Education staff in serving as WAVE Foundation & Aquarium ambassador in schools for events such as career days and outreach programming and in the community for outreach events.
- Maintain an awareness of industry guidelines pertaining to education programs as set forth by the Association of Zoos and Aquariums.
- Communicate and maintain working relationships with educators, students, guests, staff, supervisors, volunteers, other departments, and colleagues in related industries.
- Communicate well in an environment, which may include loud noises, large crowds and varying settings. Provide excellent and accurate customer service for WAVE Foundation and Newport Aquarium’s missions.
- Direct questions, suggestions or grievances through appropriate procedures and channels. Notify the appropriate person if unable to intern, due to either illness, vacation, resignation or leave of absence.
- Represent WAVE Foundation and Newport Aquarium in a professional manner, including dress code, behavior and timeliness.
- Other duties as assigned.

Qualifications:

- Must be 18 years or older. Due to the nature of the position, intern must be willing to submit a background check if selected.
- Be engaging, friendly, courteous, enthusiastic and sincere.
- Have a passion for conservation and environmentalism.

Requirements:

- Ability to remain on feet for long periods of time (up to 6 hours), climb stairs, bend, stoop, and be able to lift 40 lbs. You must also be able to push a 400 lb. cart on wheels.
- Complete Aquarium orientation, online training, and other trainings associated with intern position.
- Must be willing to be animal handling trained with snakes, turtles, lizards, sharks, stingrays, and tide pool animals.

NOTE: May involve exposure to inclement weather, dust, potentially dangerous and unpredictable animal species, and potential dangerous machinery, restraint devices and toxic chemicals and/or drugs. Occasional use of protective clothing or equipment is required.

Commitment:

- Must give a presentation at the end of the internship.
- Early May – Early August (Training will take place in May, program delivery June-Early August)
- Minimum of 20 hours per week. Most shifts will take place Mon. – Fri. 8:00am – 5:30pm, but will require some weekends and evenings. Recommended to set two – three days aside during the week. Schedule will be discussed with your Mentor upon onboarding.