



The Marine
Mammal Center

GUEST EXPERIENCE and EDUCATION INTERN (2015)
Guest Experience Department

The Marine Mammal Center is a nonprofit veterinary research hospital and educational center with a mission to expand knowledge about marine mammals – their health and that of their ocean environment – and inspire their global conservation. The Marine Mammal Center is dedicated to the rescue and rehabilitation of ill and injured marine mammals – primarily elephant seals, harbor seals, and California sea lions. Since 1975, we’ve been headquartered in Sausalito, CA in the Marin Headlands within the Golden Gate National Parks, and have rescued and treated more than 20,000 marine mammals.

We are currently recruiting for an important unpaid volunteer role in our Guest Experience Department, looking for the right person to support our team of volunteer docents and assist with tours of the hospital. Volunteer in a comfortable, friendly environment; enhance your office skills; boost your resume; meet like-minded people and feel great knowing that you’re supporting a good cause.

Duties:

- Engage visitors regarding the work of The Marine Mammal Center and marine mammals
- Express the ways visitors can help The Marine Mammal Center, marine mammals, and the environment
- Answer visitor’s questions and direct them to all of the public areas of the hospital
- Interpret animal’s behaviors and animal care procedures to visitors
- Inspire visitors to support The Marine Mammal Center and become ocean stewards
- Serve as contact and point person for volunteers when questions arise
- Lead tours of the public areas of the hospital to visiting groups
- Assist in retail and administration when needed

Requirements:

- Background and/ or experience in environmental education, natural sciences, and public speaking
- Ability to stand or walk for up to 4 hours without a break
- Ability to lift and move up to 30 pounds
- Ability to complete tasks in a productive, proactive manner with minimal day-to-day supervision
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, etc)
- Excellent oral and written communication skills

Internship Period	Application Deadline	Interviews	Notification of Acceptance	Mandatory Training	Approximate Internship Time
3-6 months	1/16/15	1/18-1/24	1/25-1/31	2/6/15 & 2/7/15	February-April/July
3-6 months	3/20/15	3/29-4/4	4/5-4/11	4/15/15 & 4/22/15	April-June/September
3-6 months	5/9/15	5/18-5/24	5/25-5/31	6/6/15 & 6/7/15	June-August/November
4-8 months	8/31/15	9/6-9/12	9/13-9/19	9/23/15 & 9/24/15	September-December/March

Guest Experience Internships run for a minimum of 3 months and have flexible end dates. Extensions are offered to qualified candidates. Time off must be arranged in advance. The ideal candidate can offer 3 days a week for approximately 24 hours a week. This position is unpaid and reports to the Guest Experience Manager. *For questions, please contact the Guest Experience Coordinator at 415-289-7373 or edu@tmmc.org to express interest or learn more about this opportunity. **To apply, please send a resume, cover letter, and at least one letter of recommendation to edu@tmmc.org before the deadlines listed above.***