



1225 ESTABROOK DRIVE SAINT PAUL, MINNESOTA 55103 WWW.COMOZOOCONSERVATORY.ORG

Thank you for your interest in a **Primate Internship** at the Como Park Zoo and Conservatory. This internship is currently offered year- round. Preference is given to applicants currently enrolled in a related field of study. School credit required.

**Intern must:**

- Be currently enrolled in a degree program
- Be available for at least 20 hours per week over a school semester
- Meet all qualifications listed in the position description (on next page)

**A complete intern application must include the following:**

- Cover letter indicating reasons for interest in a Como internship
- Resume summarizing education and employment experiences
- Two letters of reference; at least one reference submitted by one college instructors with knowledge of your academic performance and commitment to your major
- Verification that college credit will be granted for the internship

**Deadlines for applications:**

Fall semester: August 1st  
Spring semester: November 30th  
Summer semester: March 15th

If you need more information contact:  
Steve Kane  
Como Park Volunteer Services Office  
steve.kane@ci.stpaul.mn.us  
651-487-8252



## **PRIMATE INTERN**

Como's Primate Internship is designed as a volunteer career learning experience. Interns will gain first hand experience in primate husbandry, food preparation, operant conditioning, enrichment and data collection. There will be an opportunity to work toward accomplishing a special research, observational, or school project. College credit required. Internships are available in year round with a minimum commitment of 12 weeks, 20 hours per week.

### **Principle Job Duties and Responsibilities:**

(All times are approximate)

- cleaning: 25% of the time is spent maintaining a clean and healthy environment
- enrichment: 25% of the time is spent researching, constructing and providing enrichment
- food preparation: 20% of the time is spent preparing diets for the primate collection
- record keeping: 10% of the time is spent maintaining animal records, job duties accomplished, and other records that are assigned by the Primate staff
- public interactions: 5% of the time spent interacting with the public and answering guests' questions
- special project: 15% of the time is spent working toward accomplishing a special project; this may be a college requirement or assigned by the Primate staff.

### **Position Specifications:**

- currently be in a degree program in zoology, biology and looking to work specifically with primates
- demonstrate high quality work and work well independently or with others in a team effort
- be available to work a regular schedule that includes weekdays, weekends days and holidays
- have the ability to stand, stoop, bend, reach, climb and lift up to 50 pounds
- proof of rabies and hepatitis B vaccination plus a negative mantoux (TB) test result current to 6 months of start date
- possess a valid Minnesota or equivalent out-of-state class D driver's license

### **Application Procedure**

The Intern Application (PDF) is available at [www.comozooconservatory.org](http://www.comozooconservatory.org)

**Requirements:** Your application is not complete until all items are received

- Cover letter indicating reasons for interest in an internship at Como
- Resume indicating education and employment experiences
- Two letters of reference, at least one from professional within primary field of study

**DEADLINE: Fall Semester: Aug 1\* Winter: November 30\* Summer: March 15\***



**COMO PARK  
ZOO & CONSERVATORY**

**INTERNSHIP APPLICATION**

Please type or print clearly.

NAME: \_\_\_\_\_

E-mail address: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_

ZIP CODE: \_\_\_\_\_

YEAR IN SCHOOL: \_\_\_\_\_

COLLEGE: \_\_\_\_\_

COURSE CONCENTRATION:

\_\_\_\_\_

CAREER GOALS:

\_\_\_\_\_

OTHER SKILLS, SPECIAL TRAINING:

\_\_\_\_\_

HOBBIES, INTERESTS:

\_\_\_\_\_

WHAT TYPE OF INTERNSHIP ARE YOU INTERESTED IN?

\_\_\_\_\_

WHY DID YOU APPLY HERE?

\_\_\_\_\_

YOUR IDEAL INTERNSHIP WOULD PROVIDE EXPERIENCE IN WHAT  
AREAS?

\_\_\_\_\_

BETWEEN WHAT DATES COULD YOU BE AVAILABLE?

\_\_\_\_\_

