

COMO PARK ZOO & CONSERVATORY
VOLUNTEER POSITION DESCRIPTION
Nature Walk

The Como Park Zoo and Conservatory's Nature Walk program will inspire youth to understand and value the presence of living things. The program aims to connect the public with Como's animals and plants to encourage appreciation, conservation and preservation of the natural world. Additionally, the Nature Walk program provides youth with valuable future work experience and is a gateway for potential internships and positions at Como.

Qualifications:

- Be between the ages of 13-17 and complete the application process as specified.
- Be successful in presenting public speaking and interpretation skills by attending an interview and giving an oral presentation.
- Be willing to learn about all aspects of Como's exhibits and history.
- Be comfortable initiating conversations with visitors of all ages and cultures.

Responsibilities:

- Work 15 shifts throughout the 2017 summer season (June-August).
- Work 2 event shifts for the 2017-2018 school year. Weekend events run September to April.
- Work scheduled shifts or give advanced notification of absence.
- Demonstrate courtesy and maturity while working with staff, other volunteers and the public.
- Practice good interpretive techniques; present accurate information and make visitors feel welcome.
- Follow established procedures when working at Como, as specified in training and the *Como Volunteer Handbook*.
- Provide basic visitor services regarding Zoo & Conservatory, its attractions, and operations.
- Fulfill all training requirements, seek ongoing training and provide feedback.
- Record volunteer hours each week.

Job Duties:

- Spark interest in visitors of all ages to learn about the exhibits at Como, from the rainforest habitat to the animals of the arctic, and the relationships between plants, animals and humans through interpretation and hands-on activities.
- Provide general information about Como while creating a positive and memorable experience for visitors.
- Promote Como's popular interactive summer experiences including the Blooming Butterflies exhibit and Giraffe Feeding Station interoperating biofacts and hands-on interactions.
- Utilize adaptation-themed props and activities that use live animals, plants, bio facts and artifacts to educate visitors about plant and animal interactions and current conservation issues.
- Increase awareness of the natural world by getting hands-on with a variety of plant and animal species.
- Exercise invaluable future job skills such as self-reliance, public speaking and team work.

Program Benefits:

- Learn about the importance of a variety of plant and animal species, from the intricate bonsai to the majestic big cats! Foster an understanding about how plants and animals interact with their environment, and how we promote the protection and conservation of ecosystems at Como.
- Gain valuable experience interacting and sharing new and exciting knowledge with visitors.
- Understand the importance of job skills; including punctuality, simple customer service and managing a schedule.
- Meet new people! An estimated two million people visit Como annually. Learn about how Como brings the community together.
- Network with Como staff and volunteers to provide a reference for future resumes and job applications.



VOLUNTEER SERVICES OFFICE 1225 ESTABROOK DRIVE ST. PAUL, MN 55103

WWW.COMOZOOCONSERVATORY.ORG

Thank you for your interest in the Nature Walk youth volunteer program!

Nature Walk is a Como Park Zoo and Conservatory Interpretive program for ages 13-17, with a strong interest in the natural world and a desire to share information with the public. Youth will gain valuable public speaking and interpreting skills, and connect the public with Como's plants and animals to encourage appreciation, conservation and preservation of the natural world.

Nature Walk has 20 openings for the 2017 summer season.

Applicants **MUST** attend an information session **WITH** their parent/guardian to learn more information and sign-up for an interview time-slot.

1. Applicants can choose between two information session dates:

- Wednesday, February 15th from 6:30 p. m. to 8:00 p.m.
- Tuesday, March 14th from 6:30 p.m. to 8:00 p.m.

2. At the information session, applicants will sign-up for an interview and oral presentation 20-minute time slot.

Time slots are as follows:

- Sunday, April 2nd between 12:30 p.m. and 4:00 p.m.
- Wednesday, April 5th between 4:00 p.m. and 7:30 p.m.

Applicant reference, interview and oral presentation scores will be used to select new Nature Walk participants. If selected, Nature Walk youth volunteers **MUST** fulfill these expectations:

1. Commit to attending three training sessions

- Choose **ONE** date below for **EACH** training session. You **MUST** attend one session of training 1, 2, and 3 to be involved in Nature walk.
 - Training 1: Saturday, May 6th **OR** Saturday, May 20th 12:00 p.m. to 5:00 p.m.
 - Training 2: Sunday, May 7th **OR** Sunday, May 21st 12:00 p.m. to 5:00 p.m.
 - Training 3: Saturday, June 3rd **OR** Saturday, June 10th 12:00 p.m. to 5:00 p.m.

2. Commit to 15 shifts during the 2017 summer season. The 2017 Nature Walk season runs from June 12th to August 23rd.

- The shifts are as follows:
 - Monday and Friday from 9:30 a.m. to 2:30 p.m.
 - Wednesday from 9:30 a.m. to 2:30 p.m. **OR** 12:00 p.m. to 5:00 p.m.

3. Commit to 2 event shifts during the 2017-2018 school years.

- Special events take place one weekend a month from September 2017 to April 2018
- The shifts are as follows:
 - Saturday 9:45 a.m. – 1:00 p.m. **OR** 12:45 p.m. – 4:00 p.m.
 - Sunday 9:45 a.m. – 1:00 p.m. **OR** 12:45 p.m. – 4:00 p.m.

Application deadline is March 8th 2017.

Please contact Como Volunteer Services with any questions about Nature Walk or the application process. Call 651-487-8287 or email: comovolunteers@ci.stpaul.mn.us

Thank you,

Como Park Zoo and Conservatory Volunteer Services



COMO PARK
ZOO & CONSERVATORY

2017 Como Nature Walk Volunteer Application

Deadline for application submission is March 8, 2017

Please print carefully and legibly

Applicant's Name _____ Age on **6/1/17*** _____ Birth date: _____
Applicant must be 13yr old by this date. No exceptions

Home Address: _____ City/State _____ Zip: _____

Phone Number: _____ Applicant's e-mail: _____

School currently attending: _____ Grade: _____

How did you learn about the Como Park Youth Nature Walk Volunteer program?

Why do you want to be part of the Youth Nature Walk Volunteer program?

What skills and experiences would you bring to the Nature Walk program?

What is your experience in public speaking or presentations? - describe:

What would you like to get out of the Nature Walk program?

I, (parent/guardian) _____, give permission to (applicant)

_____ to apply for the Como Park Youth Nature Walk Volunteer Program.

Parent / Guardian Signature _____ Date: _____

Please return this completed form by March 8, 2017 to:

*Como Park Zoo & Conservatory
Volunteer Services C/O Joe Loots
1225 Estabrook, St. Paul, MN 55103
or Fax to: (651) 487-8278*

2017 Como Nature Walk Reference Form

To be completed by an adult who is not related to the applicant.

Deadline for reference submission is March 8, 2017

Applicant's Name _____

The above applicant has applied for the opportunity to be a youth volunteer with the Como Park Zoo and Conservatory. We understand that the applicant is in school and has limited work experience, so we are asking for a reference from a non-related adult. We ask that you answer the following questions honestly; additional questions are on the back of this form. A description of the position is included with the application. Please ensure the applicant has shared it with you.

Reference's Name: _____

Reference's Phone Number: _____

Relationship to Applicant: _____

How long have you known the applicant? _____

Please rate the applicant on a scale of 1-5 with 5 being the highest and 1 being the lowest

- | | | | | | |
|--|---|---|---|---|---|
| 1) Applicant is dependable | 1 | 2 | 3 | 4 | 5 |
| 2) Has shown interests and enthusiasm accomplishing tasks | 1 | 2 | 3 | 4 | 5 |
| 3) Exhibits initiative and leadership abilities | 1 | 2 | 3 | 4 | 5 |
| 4) Takes pride in work and/or duties | 1 | 2 | 3 | 4 | 5 |
| 5) Works well with others | 1 | 2 | 3 | 4 | 5 |
| 6) Has demonstrated maturity/commitment and follow through on projects | 1 | 2 | 3 | 4 | 5 |
| 7) Demonstrates good speaking skills in front of an audience | 1 | 2 | 3 | 4 | 5 |

A) Please describe the applicant's skills and/or attributes:

More questions on the back --->

Applicant Name: _____

B) Why do you think the applicant would be a good addition to the Nature Walk Program?

C) Additional comments:

Reference Signature _____ Date _____

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