

Turtle Intern

Wildlife Rehabilitation Center of Minnesota



The Wildlife Rehabilitation Center of Minnesota (WRC) is the busiest wild animal hospital in the world, admitting 21,000 patients annually. Our mission is to release these animals back into the wild and our care/husbandry policies and procedures are designed to ensure our patients remain wild.

WRC has a small staff and relies greatly on the efforts of volunteers and especially interns during the busy summer months. WRC provides qualified internship applicants the opportunity to gain hands-on experience working with turtles. **Desirable qualities include the ability to work both cooperatively and independently, and proficiency in time management. Syringe handling and animal experiences are a huge bonus.**

WRC is a non-profit organization located in Roseville, Minn. Internship positions are unpaid, and housing is not provided. Interns must be 18 years or older.

The application process is competitive as there are limited positions. Learning opportunities include wildlife handling, species identification, nutrition, husbandry, behavior, disease/illness treatments, admit protocols, and working with dedicated and compassionate volunteers. If you complete this internship in a satisfactory manner, you may use your WRC supervisor as a reference for future job applications, request a letter of recommendation, and you may qualify for other volunteer opportunities at WRC with the veterinary staff, such as a Meds Help Volunteer.

Internship duties and responsibilities

- Commitment of 20-30 hours/week
- Work alongside volunteers to feed and clean rehabilitation patients
- Admit new patients: set up caging, prepare food, organize paperwork, and follow protocols
- Set-up and maintain caging with appropriate furnishings for a wide variety of species
- Learn to recognize signs of illness and notify supervisor when there are concerns about a patient's health
- Administer medications (mostly injections)
- Maintain paperwork
- Keep wards clean and orderly
- Maintain laundry, clean cages, and follow biosecurity protocols
- Must be able to lift 30lbs from the ground, be on feet for 4+ hours, work on the floor, work in a humid environment, and able to work in varying weather conditions
- Maintain the wild nature of our patients by following WRC policies and procedures
- Treat everyone including staff, volunteers, other interns with respect



Staff evaluate interns throughout the internship. Interns who fail to comply with WRC policies and expectations or do not adequately complete duties as outlined in this job description will be informed of our concerns. If corrective action is not taken, interns may be excused from our internship program. WRC has the right to cancel the internship at any time.



Intern Expectations

Time commitment

- Intern season is May through late October but start and end dates are flexible based on availability.
- You are required to commit to at least 20-30 hours per week for a minimum of 300 hours total.
- You are required to work some weekends and holidays.
- You are required to be on time for scheduled shifts.
- You are required to stay for your entire shift.
- It is your responsibility to monitor your total hours and ensure you will reach the minimum 300 hours requirement.
- If you know ahead of time that you will not be able to cover your scheduled shift, it is your responsibility to communicate with your supervisor.

Scheduling

While animal care is done from 7am to midnight throughout the building, Turtle Interns are scheduled strictly from 12pm – 6pm. For ease of scheduling, we prefer interns to have set days devoted to WRC for the duration of their internship. However, we understand the need for other jobs and commitments and can provide a flexible schedule as needed.

Job expectations

- You are expected to complete the duties outlined in the job description.
- Interns should strive to provide the best care possible to patients.
- Follow animal care procedures and protocols.
- Follow all safety, personal protective equipment and biosecurity protocols.

To apply for a Turtle Internship:

- Fill out an online application form. This can be found on the internship page of our website or at the following link:
<https://www.volgistics.com/appform/1076673950>
- A resume, letter of recommendation, and cover letter are required application materials. There is a section to upload these files at the end of the application. If a letter of recommendation is in progress or if your writer prefers to send it directly, please submit this item to intern@wrcmn.org.



If you have any questions regarding the internship positions, contact intern@wrcmn.org or visit <https://wrcmn.org/Wildlife-Internships-at-WRC/12/>.