

Alaska SeaLife Center

The Alaska SeaLife Center (ASLC) is currently sponsoring a volunteer program for individuals who are interested in gaining a volunteer experience in a world-class marine facility. The Alaska SeaLife Center generates and shares scientific knowledge to promote understanding and stewardship of Alaska's marine ecosystems.

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Opportunities are available in the following areas:

- Administration
- Aquarium Husbandry
- Avian Husbandry
- Chiswell Research – Steller Video Monitoring
- Conservation and Stewardship (Grants)
- Education & Interpretation
- Eider (sea duck) Research
- Exhibit Diver
- Laboratory Volunteer
- Marine Mammal Husbandry

**For more information please contact:
Human Resources Specialist
Alaska SeaLife Center
P.O. Box 1329
Seward, Alaska 99664
Email: volunteer_intern@alaskasealife.org
Phone: 1-800-224-2525 ext. 6307**



Alaska SeaLife Center®
w i n d o w s t o t h e s e a

Enclosed you will find information about the volunteer opportunities available through our world-class marine research, conservation, education & rehabilitation facility. Volunteers will have the opportunity to gain an incredible hands-on educational experience and to obtain career skills while establishing valuable professional contacts. Opportunities are available in the following areas:

Administration

Aquarium Husbandry

Avian Husbandry

Chiswell Research

Conservation & Stewardship

Education & Interpretation

Eider (sea duck) Research

Exhibit Diver

Laboratory Volunteer

Mammal Husbandry

ASLC offers volunteer opportunities to individuals who are interested in gaining experience, making contacts or helping the marine ecosystem. These opportunities do require a minimum time commitment of three months.

To apply for the volunteer program, individuals need to submit a letter of interest, application and resume. Applications can be obtained from the volunteer page on our website.

There are limited amount of volunteer spaces available. Applications will be reviewed on a first come, first served basis. Applications are accepted year around.

Additional information about our facility as well as contacts and position openings are located on our web site at www.alaskasealife.org.

Questions? Contact the Human Resource Specialist at 1-800-224-2525 ext. 6307 or e-mail volunteer_intern@alaskasealife.org.

Alaska SeaLife Center Volunteer Opportunity

Administration

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for opportunities in administration.

Reports to: Administrative Staff or the projects' corresponding department

Schedule: Available year round. Must commit to at least 1 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: The Alaska SeaLife center is looking for a volunteer who is interested in carrying out administrative tasks. This position may include answering phones, offering guest relations to visitors and performing general administrative duties as necessary for the administration of the Alaska SeaLife Center. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual and may include additional duties.

Requirements:

- Must attend Safety training prior to first volunteer day.
- Must be able to understand and follow written and oral instructions.
- Must have effective communication skills, both oral and written.
- Must have basic word processing computer skills.
- Must be able to handle confidential information.
- Must be detail oriented and willing to work in an office setting.
- Must be able to work independently as well as part of a team.
- Must be able to commit to a consistent schedule and be on time for scheduled shifts.
- Must be at least 16 years of age or apply through the Parent-Partner Program.

Description (tasks may change depending on volunteer level and schedule):

- General administrative duties, including data entry, inventories, filing, photocopying, shredding papers, etc.
- Remove ASLC personnel names off unwanted mailings.
- Interacts with and assists visitors, when needed.
- May participate in special administrative projects, such as mass mailings or document compilation/editing.
- Create web pages and/or assist in writing, editing and layout of volunteer newsletter.

This is an unpaid position.

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Alaska SeaLife Center Volunteer Opportunity

Aquarium Husbandry

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for volunteer opportunities in the Aquarium Department.

Reports to: Curator of Aquarium and/or Aquarists

Schedule: Available year round. Must commit to 4 hours a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs and the volunteer's own schedule.

Details: This position introduces basic aquarium husbandry techniques and exhibit preparation. Candidate is responsible for assisting in the daily care and maintenance of the Center's fish and invertebrate collection, aquarium life support systems, exhibits, holding areas, and service areas. Volunteer responsibilities will be based on the applicant's background and experience as well as longevity, reliability, and demonstrated skill set of the individual and may include additional husbandry duties.

Requirements:

- Must attend Lab & Safety training.
- Applicants must have the ability to understand and follow written and oral instruction, and have effective communication skills.
- Applicants should be agile with a good sense of balance in order to maneuver around the exhibits and holding areas.
- Must be able to lift 50 pounds.
- Applicants must possess the ability to adapt to an ever-changing work environment.
- Must commit to a consistent schedule, and arrive to scheduled shifts on time.
- Must be at least 16 years of age.

Description (tasks may change depending on volunteer's demonstrated skill level and schedule):

- Assist in the care of Alaska fishes, invertebrates and algae in exhibit and holding aquariums.
- Assist in routine cleaning of aquariums, food prep kitchen, and service areas.
- Assist in preparing food and feeding specimens in the collection.
- Interact professionally with visitors when in public areas.
- May participate in public talks and/or tours.
- May participate in department projects and/or exhibit design.
- May assist the aquarium staff in collecting specimens in the field.
- Learn taxonomic identification of marine specimens of plants and animals.
- Perform other duties relating to the Center's goals and mission statement as required.

This is an unpaid position.

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Alaska SeaLife Center Volunteer Opportunity

Avian Husbandry

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for volunteer opportunities in the avian department.

Reports to: Senior Aviculturist and/or Aviculturists I & II

Schedule: Available year around. Must commit to at least 1 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's schedule.

Details: This opportunity provides an introduction to avian husbandry, animal diet preparation, and daily cleaning of exhibits and work areas. Duties include assisting in the daily care and maintenance of the Center's exhibit birds and/or research birds. Candidates are responsible for diet preparations and routine cleaning of animal exhibits, pools and work areas. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill-set of the individual and may include additional husbandry duties.

Requirements:

- Must attend Lab & Safety training prior to first volunteer day.
- Must be able to understand and follow written and oral instruction.
- Must be agile with a good sense of balance in order to maneuver around the exhibits.
- Must be able to lift 50 pounds.
- Must be able to adapt to an ever-changing work environment.
- Must have effective communication skills, both oral and written.
- Must be able to perform physically challenging work in a variety of weather conditions, including snow, ice and rain.
- Must be able to commit to a consistent schedule and arrive to shifts on time.
- Must be at least 16 years of age.
- Animal care experience strongly encouraged.

Description (tasks may change depending on volunteer level and schedule):

- Perform daily animal diet preparations.
- Assist in routine cleaning of animal exhibits, pools and staff work areas.
- Maintain accurate records in accordance with ASLC protocols.
- Assist with construction of puffin paintings for sale at ASLC.
- Interact professionally with visitors when in public areas.
- May participate in avian talks and/or tours to the public, including puffin encounters and experiences.
- Create new educational talks and information specific to the avian department.
- May participate in bone re-articulation projects, including work with Dermestid beetles.
- May participate in exhibit upkeep and maintenance, such as gathering driftwood, rocks, and nesting materials and participating in building projects associated with the exhibit.
- May participate in department projects.
- May participate in avian health checks.
- May participate in assisting eider researchers with research projects.
- Perform other duties relating to the Center's goals and mission statement as required.

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Alaska SeaLife Center Volunteer Opportunity
Chiswell Research Project - Steller Sea Lion Video Monitoring

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets from individuals who have a desire to learn about and participate in animal related research activities and associated husbandry, data gathering and laboratory techniques.

Reports to: Chiswell Project Manager and/or Research Associate

Schedule: Available during the Fall & Summer. Must commit to at least 1 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: This volunteer position provides an opportunity to participate in the gathering and processing of data obtained through the non-invasive video monitoring research project at ASLC. Duties include operating and monitoring remote video equipment, behavioral observations of Steller sea lions, data entry, and general duties related to this research project. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual and may include additional duties related to the project.

Requirements:

- Must attend a Lab & Safety training prior to first volunteer day.
- Must be able to understand and follow written and oral instruction.
- Must be familiar with operation of computers and software including Word, Excel, and Access.
- Must be detail oriented and willing to work in an office setting.
- Must be able to work independently as well as part of a team.
- Must have effective communication skills, both oral and written.
- Must be able to commit to a consistent schedule and be on time for scheduled shifts.
- Must be at least 16 years of age.

Description (tasks may change depending on volunteer level and schedule):

- Assist with behavioral observations.
- Assist with data entry and processing in databases and spreadsheets.
- Assist with operating and monitoring the remote video monitoring equipment.
- May assist in the preparation of reports and presentations.
- May assist with laboratory or field studies when available.
- May participate in public talks and/or tours.
- Perform other duties relating to the Center's goals and mission statement as required.

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Alaska SeaLife Center Volunteer Opportunity Marine Conservation and Stewardship (Grants)

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for a volunteer opportunity in Marine Conservation and Stewardship.

Reports to: Lead for Conservation Initiatives

Schedule: Available year round. Must commit to at least 1 day a week for 3 – 6 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: This volunteer position offers opportunity to the experienced and passionate individual who has interest in helping create marine stewardship initiatives and programs. This individual can help us describe and create new marine stewardship programs by securing grants to help us launch these programs. This is a key opportunity and one that will help the ASLC launch new stewardship programs aligned with its recently adopted Deep Blue 2020 Strategic Plan. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual.

Requirements:

- Must have an understanding of marine stewardship and conservation focused on learning and stewardship actions, including awareness of other organizations involved in similar activities.
- Must be an experienced grant writer and be able to research and locate funding opportunities.
- Must be proactive in pursuing outcomes given basic direction.
- Must have effective communication skills, both oral and written.
- Must be detail oriented.
- Requires a sense of strategic opportunity.
- Must have a passion to help create the future.
- Make a commitment of 3 or 6 months (extensions will be granted on a case-by-case basis and there may be opportunities for employment based on performance).

Description (tasks may change depending on volunteer level and schedule):

- Identify and organize files of all conservation organizations in Alaska as well as all marine conservation organizations including identifying their primary areas of focus.
- Recommend opportunities to ASLC that are unique or collaborative and associate a strategic direction with your recommendations that focuses on marine stewardship activities including education
- Research and identify grants that fit stewardship opportunities for ASLC.
- Draft grant proposals targeting funding opportunities.
- Perform other duties relating to the Center's goals and mission statement as required.

This is an unpaid position.

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Alaska SeaLife Center Volunteer Opportunity

Interpretation & Education

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for volunteer opportunities in the education department.

Reports to: Director of Education

Schedule: Available year round. Must commit to at least 1 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: The volunteer can expect to be teamed with the interpretive and education staff in interpreting exhibits housing live marine birds, mammals, fish and invertebrates. The volunteer will be responsible for interacting with visitors at the Touch Tank and in the Bird Aviary. The volunteer may develop original interpretive programs, exhibit and/or curriculum design and construction and may have interaction with the husbandry and research personnel. Other duties may include assisting with educational programs such as elderhostels and day programs, preparing educational tools for in-house and distance learning classes, and providing support for various education events. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual and may include additional duties relating to the education and interpretation departments.

Requirements:

- Must attend Lab & Safety training prior to first volunteer day.
- Applicants must have the ability to understand and follow written and oral instruction, and have effective communication skills.
- Applicants must possess the ability to adapt to an ever-changing work environment.
- Public speaking skills are highly encouraged.
- Applicants must possess the ability to interact with visitors in a professional manner.
- Must be able to commit to a consistent schedule and arrive to shifts on time.
- Must be at least 16 years of age.
- Proof of current, within one year, Tuberculosis skin test and Tetanus booster, or physician's exemption is required.

Description (tasks may change depending on volunteer level and schedule:

- Interpret exhibits housing live marine mammals, birds, fish and invertebrates.
- Assist with designing and delivering education programming.
- May assist with conducting science education programs, including elderhostels, nocturnes and day programs.
- May assist with distance learning educational programs.
- Present daily demonstrations, talks, walks and/or tours to the public relevant to the current research projects conducted at the Alaska SeaLife Center.
- May develop original interpretive programs and create interpretive materials.
- May interact with husbandry and research personnel.
- May assist with preparing supplies and materials for educational programs.
- Perform other duties relating to the ASLC and mission statement.

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Alaska SeaLife Center Volunteer Opportunity

Eider (sea duck) Research

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets from individuals interested in learning about and participating in research relating to spectacled and Steller's eiders. Research activities could include various laboratory techniques related to eider health, biochemistry, genetics, and nutrition. Duties may include assisting with general laboratory tasks such as preparing, processing, organizing and labeling biological samples for several research projects associated with the Eider program at the SeaLife Center. This is a laboratory based volunteer opportunity.

Reports to: Sea Duck Laboratory Manager

Schedule: Available Spring, Summer and Fall, Monday – Friday only. Must commit to at least 2-3 hours per day and 4-6 hours per week for a minimum of 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: This opportunity provides an introduction to laboratory research techniques and use of scientific equipment. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill-set of the individual and may include additional research duties. This opportunity is a laboratory based position and does not involve field work or husbandry work.

Requirements:

- Applicants must have the ability to understand and follow written and oral instruction and have effective communication skills.
- Applicants must have close attention to detail, legible handwriting, and good organizational skills.
- Applicants must attend lab & safety training prior to first day.
- Must be comfortable with the use of animals for research purposes.
- Applicants must be able to work independently and effectively on assigned tasks and possess the ability to adapt to an ever-changing work environment.
- Must be able to commit to a consistent schedule and be on time for scheduled shifts.
- Must be at least 16 years of age.
- Must commit to a minimum of 2-3 hours per day and 4-6 hours per week.

Description (tasks may change depending on volunteer level and schedule):

- Learn basic research techniques and use of scientific equipment.
- Run blood serum samples for biochemistry analysis.
- Assist with serum protein electrophoresis.
- Assist with egg dissections.
- Assist with DNA extractions.
- Participate in various routine laboratory tasks such as: labeling tubes, washing dishes, organizing samples or paperwork, data entry, and laboratory maintenance.
- Assist eider research personnel, as assigned, with other ongoing research projects, including (but not limited to) health monitoring of captive eider flocks, processing of laboratory samples, special projects and independent research.

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Alaska SeaLife Center Volunteer Opportunity

Exhibit Diver

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for volunteer opportunities in the dive department.

Reports to: Diving Safety Officer (DSO)

Schedule: Available year round. Must commit to at least 2 habitat dives per month annually. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: Provides an opportunity for volunteer divers to participate in habitat maintenance and training at the Alaska SeaLife Center. Volunteer divers will be selected through an interview process with final approval from the DSO.

Requirements:

- Must attend and complete Center and dive safety training prior to the first volunteer day.
- Must be able to commit to a consistent schedule and arrive to scheduled shifts on time.
- Must be at least 18 years of age.
- Must make a 12 month commitment and participate in two habitat maintenance/interpretive dives per month.
- Must pass a dive physical. The parameters of this physical are dictated by the Alaska SeaLife Center's Diving Safety Manual. The cost of the physical to be paid for by the volunteer.
- Must be certified by a nationally recognized scuba certification agency as a RESCUE diver or higher.
- Must have current certification in CPR, First Aid, and O₂ Administration.
- Must be able to pass an initial and annual swim and scuba skills evaluation as described in the Alaska SeaLife Center's Diving Safety Manual.
- Must promptly log all dives. A web interface is provided for this.
- Must have current Divers Alert Network insurance.
- Must supply personal dive equipment (cylinders of air and weight belts provided by the SeaLife Center). A full list of equipment needed can be obtained from the Human Resource Specialist.
- Must provide written documentation of equipment servicing from a qualified technician including at minimum:
 - yearly regulator servicing
 - yearly gauge or computer testing
 - yearly bcd and dry suit valve inspection/servicing
- Must be able to perform physically challenging work in a variety of weather conditions.
- Must agree to follow the procedures and guidelines of the Alaska SeaLife Center's Diving Safety Manual.
- Must be able to understand and follow written and oral instruction.
- Must be agile with a good sense of balance in order to maneuver around the exhibits.
- Must be able to lift 50 pounds.
- Must be able to adapt to an ever-changing work environment.
- Must have effective communication skills, both oral and written.

Description (tasks may change depending on volunteer level and schedule):

- Perform two habitat maintenance/interpretation dives per month.
- Assist in routine cleaning of the dive locker.
- Attend required quarterly diver safety meetings.
- May participate in interpretive dives to the public.
- Perform other duties relating to the Center's goals and mission statement as required.

This is an unpaid position.

Alaska SeaLife Center Volunteer Opportunity

Laboratory Volunteer

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for opportunities in the Alaska SeaLife Center laboratories.

Reports to: Veterinary or Laboratory Technician

Schedule: Available year round. Must commit to at least 1/2 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs and the volunteer's own schedule.

Details: We are looking for a volunteer who can commit to ½ day a week to conduct inventories, cleaning of vet clinic areas, perform general administrative duties and perform other duties as necessary for the veterinary services department. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual and may include additional lab and/or veterinary support duties.

Requirements:

- Must attend Lab & Safety training prior to first volunteer day.
- Must be able to understand and follow written and oral instructions.
- Must have effective communication skills.
- Must have basic word processing computer skills.
- Must be detail oriented and accurate
- Must be able to commit to a consistent schedule and be on time for shifts.
- Must be at least 16 years of age.
- Proof of current, within one year, Tuberculosis skin test and Tetanus booster, or physician's exemption is required.

Description (tasks may change depending on volunteer level and schedule):

- Conduct inventories of lab equipment, freezers, and other lab and/or veterinary areas.
- Participate in routine cleaning of vet clinic areas.
- Perform general administrative duties.
- May assist in or shadow veterinary procedures, when available.
- May participate in department projects.
- Interact professionally when in public areas.
- May participate in public talks and/or tours.
- Perform other duties relating to the Center's goals and mission statement as required.

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Alaska SeaLife Center Volunteer Opportunity

Marine Mammal Husbandry

The Alaska SeaLife Center, a non-profit organization in Seward, Alaska, is accepting application packets for volunteer opportunities in the mammal department.

Reports to: Mammalogists and/or Mammal Curator

Schedule: Available year round. Must commit to at least 1 day a week for 3 months. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs as well as the volunteer's own schedule.

Details: This opportunity provides an introduction to marine mammal husbandry, animal diet preparation, and daily cleaning of exhibits and work areas. Duties include assisting in the daily care and maintenance of the Center's marine mammals. Candidates are responsible for daily animal diet preparation and routine cleaning of animal exhibits, pools and staff work areas. Volunteer responsibilities will be determined based on the applicant's background and experience as well as longevity and skill set of the individual and may include additional husbandry duties.

Requirements:

- Must attend Lab & Safety training prior to first volunteer day.
- Must be able to understand and follow written and oral instruction.
- Must be agile with a good sense of balance in order to maneuver around the exhibits.
- Must be able to lift 50 pounds.
- Must be able to adapt to an ever-changing work environment.
- Must have effective communication skills, both oral and written.
- Must be able to perform physically challenging work in a variety of weather conditions.
- Must be able to commit to a consistent schedule and arrive to scheduled shifts on time.
- Must be at least 16 years of age.
- Must make a commitment of 3 or 6 months (extensions will be granted on a case-by-case basis).
- Proof of current, within one year, Tuberculosis skin test and Tetanus booster, or physician's exemption is required.

Description (tasks may change depending on volunteer level and schedule):

- Perform daily animal diet preparations.
- Assist in routine cleaning of animal exhibits, pools and staff work areas.
- Maintain accurate records in accordance with ASLC protocol.
- Interact professionally with visitors when in public areas.
- May participate in public talks and/or tours.
- May participate in department projects.
- May participate in animal health checks and/or research projects.
- May assist in rehabilitation program.
- Perform other duties relating to the Center's goals and mission statement as required.

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