

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 is dedicated to understanding and maintaining the integrity of the marine ecosystem of Alaska. We achieve this mission through research, rehabilitation, conservation and public education. Our volunteers help to accomplish this mission.

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Opportunities are available in the following areas:

- Aquarium Husbandry
- Avian Husbandry
- Marine Mammal Husbandry
- Veterinary Services
- Interpretation
- Education
- Conservation (Grants)
- Harbor Seal Research
- Eider (sea duck) Research
- Chiswell Research – Steller Video Monitoring
- Exhibit Diver
- Front Desk/Receptionist

**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:

Education

Interpretation

Eider (sea duck) Research

Harbor Seal Research

Chiswell Research

Aquarium Husbandry

Avian Husbandry

Marine Mammal Husbandry

Veterinary Services

Conservation (Grants)

Front Desk

Exhibit Diver

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. Applicants wishing to apply for research and husbandry positions must provide proof of negative TB screening.

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

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

Available: Year round. Must commit to 1-3 days a week.

Details: This position introduces basic animal husbandry techniques and aquarium exhibit preparation. Duties include assisting in the daily care and maintenance of the Center's fish and invertebrate collection. Candidate is responsible for assisting in the daily care and maintenance of the Center's fish and invertebrate collection, life support system service and exhibit development.

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 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 be available to work weekends and holidays.
- 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.

Duties May Include:

- Assisting in the care of Alaska fishes, invertebrates and algae in exhibit settings and holding tanks.
- Routine cleaning of exhibits, food prep room and service areas.
- Food preparation and feeding specimens in the collection.
- Assisting the aquarium staff in collecting specimens in the field.
- Learning taxonomic identifications of marine specimens of plants and animals.
- Performs other duties relating to the Center's goals and mission statement as required.
- Interacting with visitors.

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

Available: Spring & Summer

Details: This opportunity provides an introduction to animal diet preparation and daily cleaning of exhibits and work areas.

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.
- Must be at least 16 years of age.
- Animal care experience strongly encouraged.
- 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):

- Perform daily animal diet preparations.
- Assist in routine cleaning of animal exhibits, pools and staff work areas.
- 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: Senior Mammalogist and/or Mammal Curator

Available: Year round

Details: This opportunity provides an introduction to animal diet preparation and daily cleaning of exhibits and work areas.

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.
- 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):

- Perform daily animal diet preparations.
- Assist in routine cleaning of animal exhibits, pools and staff work areas.
- 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 Veterinary Services

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

Reports to: Veterinary staff

Available: Year round

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 at least 16 years of age.
- Proof of current, within one year, Tuberculosis skin test and Tetanus booster, or physician's exemption is required.

Duties May Include:

The Veterinary Services department is looking for a volunteer who can volunteer one 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 and fitting for the skills and training of the volunteer.

Schedule:

The opportunity for veterinary services volunteers is year-round. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs and the volunteer's own schedule.

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Alaska SeaLife Center Volunteer Opportunity

Interpretation

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

Reports to: Interpretive Supervisor

Available: Year round

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 presenting demonstrations and talks to the public, interacting with visitors at the Touch Tank and conducting behind-the-scenes tours. 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 developing exhibit labels, creating web pages, assisting in writing, editing and layout of volunteer newsletter, duration of natural history objects and video production and editing.

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 with a smile and pleasant attitude.
- Must be at least 16 years of age or apply through our Parent-Partner Program.

Duties May Include:

- Interpreting exhibits housing live marine mammals, birds, fish and invertebrates.
- Designing programs for school children which will include the NPS Junior Ranger program on the Star of the Northwest tour boat.
- Conducting science education programs.
- Presenting daily demonstrations, talks, walks and/or tours to the public for both the ASLC and NPS relevant to the current research projects conducted at the Alaska SeaLife Center and in the Kenai Fjords National Park.
- Developing original interpretive programs and creating interpretive materials.
- Interacting with husbandry and research personnel
- Performs other duties relating to the ASLC and NPS goals and mission statements.

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Alaska SeaLife Center Volunteer Opportunity Education Department

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 educational activities and associated educational programs, special events and preparation of educational packets and programs.

Reports to: Education Specialist

Available: Summer

Details: The education volunteer may assist full-time staff in preparing and delivering educational programs offered at the Alaska SeaLife Center.

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.
- Creativity is very helpful!
- Must be at least 16 years of age or apply through our Parent-Partner Program.

Description (tasks may change depending on volunteer level):

For programs at the ASLC, the volunteer may assist with any or all of the following:

- Producing handouts/packets for school groups and/or teachers.
- Providing support for special events as scheduled: planning, preparing supplies, clean-up, etc.
- Creating props for educational programs (may include woodworking, word processing, sewing, or graphic design work depending on volunteer's skills).
- Gathering/preparing supplies for classroom programs.
- Assisting with teaching programs (depending on volunteer's interest and skills).
- Special projects dependent on volunteer's skills and interests.

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Alaska SeaLife Center Volunteer Opportunity

Marine Conservation (Grants)

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

Reports to: Lead for Conservation Initiatives

Available: Year round

Details: This volunteer position offers the experienced and passionate conservationist the opportunity to help describe, create and seek funding to push the ASLC marine Conservation initiative. It is a key opportunity designed to drive ASLC toward a focused and effective marine conservation program. The individual will identify scientific needs and sources of funding for implementing conservation actions.

Requirements:

- Must have an understanding of conservation including conservation principles and conservation organizations.
- Experienced grant writer and able to research and locate funding opportunities.
- Proactive in pursuing outcomes given basic direction.
- Effective communication skills, both oral and written.
- Detail oriented.
- Requires a sense of strategic opportunity and tactical execution.
- 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 opportunities for employment based on performance).

Description (tasks may change depending on volunteer level):

- 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.
- Research and identify grant funding opportunities that fit conservation opportunities for ASLC.
- Draft grant proposals targeting funding opportunities suited to ASLC opportunities.
- Perform other duties relating to the Center's goals and mission statement as required.

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Alaska SeaLife Center Volunteer Opportunity Harbor Seal Research

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

Reports to: Harbor Seal Program Manager

Available: Year around

Details: This position provides an opportunity to participate in the processing of samples and data obtained through the video monitoring project and captive seals at the ASLC.

Requirements:

- Must attend 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 and Excel.
- Must be able to adapt to an ever-changing work environment.
- Must have effective communication skills, both oral and written.
- Must be able to commit to a consistent schedule.
- 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):

- Assist with operating and monitoring the remote video monitoring equipment.
- Assist with data entry in databases, and spreadsheets.
- Assist in data processing, and analysis.
- Assist in the preparation of reports and presentations.
- Assist with behavioral observations.
- Assist in the lab with sample collection, data recording, data entry and proofing,
- Assist with laboratory procedures when required.

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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, 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: Eider Program Manager and Eider Research Coordinator

Available: Spring & Summer. Available Monday – Friday only.

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 training and 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 at least 16 years of age.
- Must commit to a minimum of 2-3 hours per day and 4-6 hours per week.
- Proof of current, within one year, Tuberculosis skin test and Tetanus booster, or physician's exemption is required.

Duties May Include:

- Learning basic research techniques and use of scientific equipment
- Running blood serum samples for biochemistry analysis
- Serum protein electrophoresis
- Assisting with egg dissections
- Various routine laboratory tasks such as: labeling tubes, washing dishes, organizing samples or paperwork, data entry
- 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 Chiswell Research - Steller 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 Technician

Available: Fall & Summer

Details: This job provides an opportunity to participate in the gathering and processing of data obtained through the video monitoring project at ASLC.

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 able to work independently and as part of a team.
- Must have effective communication skills, both oral and written.
- Must be able to commit to a consistent schedule.
- 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 if opportunities to participate in field research arise.

Description (tasks may change depending on volunteer level):

- Assist with operating and monitoring the remote video monitoring equipment.
- Assist with data entry and processing in databases, and spreadsheets.
- Assist in the preparation of reports and presentations.
- Assist with behavioral observations.
- Assist with laboratory or field studies when required.

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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)

Available: Year round

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 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.
- 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 agree to follow the procedures and guidelines of 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

Description (tasks may change depending on volunteer level):

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

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Alaska SeaLife Center Volunteer Opportunity Front Desk/Receptionist or Administration

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

Reports to: Administrative Staff

Available: Year round

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.
- Must have basic word processing computer skills.
- Must be at least 16 years of age or apply through the Parent-Partner Program.

Duties May Include:

The Alaska SeaLife center is looking for a volunteer one hour a day during the full time receptionists' lunch hour. This position will include answering phones, offering guest relations to visitors in the receptionist area and performing general administrative duties as necessary for the administration of the Alaska SeaLife Center. Further opportunities may be available when the full time receptionist takes vacation leave.

In addition, administrative tasks may be available in other departments at the Alaska SeaLife Center. Duties will be assigned according to the training and skills of the volunteer.

Schedule:

The opportunity for the front desk volunteer is year-round. Volunteer schedules are individually designed based on Alaska SeaLife Center's needs and the volunteer's schedule.

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