



PROSPECT PARK ZOO
Discovery Guide Application for Teens and College Students
(Please Print)

Mail completed application to:

Prospect Park Zoo, Coordinator of Volunteers, Education Department, 450 Flatbush Avenue, Brooklyn, NY 11225

You may also scan and email the application to: ppzvolunteer@wcs.org

PERSONAL INFORMATION

Name _____ Date of Birth _____
Address _____ Apt # _____
City _____ State _____ Zip Code _____
Home Phone _____ Cell Phone _____
Email address _____ Shirt Size _____

(Please complete parent/guardian information if applicant is under the age of 18)

Parent/Guardian Name _____
Parent/Guardian Phone _____ Email _____

EDUCATION

What is your level of Education? *(Please check one)*

- Middle School graduate Some High School High School Graduate
 Some college Other

If you are currently enrolled in school, please provide your school's information.

School Name _____
School Address _____
City _____ State _____ Zip _____
School Phone _____ School Fax _____
District # (if NYC School) _____

If you are applying through a school-supported program, provide the following information.

Name of Program (if applicable) _____
Internship Coordinator/Advisor's Name _____
Phone _____ Email Address _____

EXPERIENCE

Feel free to attach a resume in addition to providing the information requested below.

Work Experience (if applicable)

Current Employer _____

Job Title/Description _____

Address _____ City/State/Zip _____

Direct Supervisor _____ Phone # _____

Email address _____

Volunteer Experience (if applicable)

Organization _____ Dates of Service _____

Title _____ Duties _____

Address _____ City/State/Zip _____

Direct Supervisor _____ Phone # _____

Email Address _____

Have you ever worked/volunteered for the Wildlife Conservation Society? Yes No

Name of Facility _____ Dates _____

Title/Job _____ Duties _____

Direct Supervisor _____ Email _____

Other Experience:

Do you have any public speaking experience? Please describe.

Do you have any experience working with children? Please describe.

INTEREST SURVEY

Please give complete answers. Attach an extra piece of paper if you feel you need more space.

How/where did you hear about the Discovery Guide Program? If a current or past volunteer/intern referred you, please list their name and your relation to them.

Do you have any special skills or talents (the arts, research skills, etc.) that you think are applicable?

Are you fluent in another language? (Please specify).

In your opinion, what is the purpose of a zoo or aquarium?

How do you feel about animals being kept in zoos?

SCHEDULING PREFERENCES

Discovery Guides can volunteer during the summer, during the full school year, or as a continuing volunteer experience. Please fill out the appropriate table.

Summer 2017

Summer volunteer shifts are 10:30 – 4:30 on weekdays, and 10:30 – 5:00 on weekends.

Summer volunteers must be available for 2 full day shifts per week and are asked to complete a minimum of 100 volunteer hours of service after training. *Please note your availability by marking "1", "2", "3", and "4" below your first, second, third and fourth choices. At this time we have no need for Discovery Guides on Mondays or Tuesdays.*

Full Day Summer Shifts						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

2017-2018 School Year Volunteering

School year volunteer shifts are on weekends, only.

Please note your availability by marking "1", "2", and "3" below your first, second & third choices.

School Year shifts: 9:30 – 1:00, 12:30 – 5:00 (4:30 Nov – March), or 9:30 – 5:00 (4:30 Nov – March)

School Year Full or Half Day Shifts (weekends only)						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
X	X	X	X	X	AM	AM
X	X	X	X	X	PM	PM
X	X	X	X	X	Full Day	Full Day

ACKNOWLEDGEMENT OF UNDERSTANDING

All applicants for the Prospect Park Zoo’s Discovery Guide program must meet the requirements listed below.

- All applicants must be at least fourteen (14) years of age & have *completed* middle school.
- All applicants must submit a recommendation from a teacher, scout leader, coach, etc. Send recommendations with the application if possible.
- All applicants must successfully complete a training course, including a written test.
- All applicants must be available to attend all training classes before they can volunteer.
Summer 2017 Classes: June 11, 18, 25, 29, & 30 from 11:00 AM – 4:00 PM.
- A fee of \$30.00 is requested for all trainees, which covers a uniform shirt, ID badge and training materials. (If this presents a problem, let us know).
- All applicants must be willing and able to work both indoors and outdoors.
- All applicants must be willing and able to work with children of varying ages, as well as adults.
- Upon successful completion of training, the minimum time commitment expected includes: 2 full days per week for at least 7 weeks of the summer (100 volunteer hours after training).

Please consider all the information above before submitting your application.

SIGNATURES

If accepted as a Prospect Park Zoo Discovery Guide, I understand that I will not be working directly with animals in any capacity. I have read the **Acknowledgment of Understanding**, and have considered the requirements for a volunteer position, and I would like to submit my application for the Prospect Park Zoo's Discovery Guide Program.

I certify that I am at least fourteen (14) years of age. Applicants 18 years of age or older may be subject to a background check.

Printed name _____

Signature _____ Date _____

If under 18 years of age, please have parent/guardian sign:

Parent/Guardian name (print) _____

Signature _____ Date _____

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Remember, your application is not complete unless a Recommendation Form is submitted by the deadline.

Deadline for Summer 2017 applications is May 1, 2017



Prospect Park Zoo Volunteer Recommendation Form

To the Student: This form is to be completed by a school faculty member or community leader. You may attach the completed form to your application, or your evaluator may send it separately.

To the Evaluator: The student listed below is applying to the Prospect Park Zoo's Discovery Guide Program. The Discovery Guide program is a highly competitive and unpaid volunteer opportunity that allows teens and college students to interact with zoo visitors as they gain skills in teaching, leadership, and public speaking, while learning about animals and the wild places they inhabit. Space in this program is limited. We are looking for enthusiastic, outgoing, creative, and motivated, team players; who have an interest in science, education, or conservation. Prospective guides should also have the ability to adapt to a fast paced environment. Your insight regarding this student is important to us and we would appreciate your candid responses to the questions below. Please feel free to attach a separate sheet of paper, if needed.

Please give this recommendation (in a sealed envelope if you prefer) to the student to submit with their application. If that is not possible, scan and email recommendation to ppzvolunteer@wcs.org

Recommendations for Summer Discovery Guide Applicants are due no later than May 1, 2017.

Student's Printed Name _____

Teacher/Evaluator's Name _____

School/Organization _____

Work Phone _____ Work Email _____

Signature _____

1. In what capacity and for how long have you known this student?

2. How would you rate this student's ability to work with the public? Have you observed this student's interpersonal skills?

3. Does this student have the maturity and responsibility to represent the Prospect Park Zoo as a volunteer? How has he/she demonstrated these qualities in school or in your program?

4. Does this student have a well-developed interest or background in science? What special projects or studies has he/she undertaken?

5. What other comments can you offer in support of this student’s application?

6. Please rate the student by putting an “x” in the appropriate columns.

	1 Outstanding	2 Excellent	3 Good	4 Average	5 Fair	6 Below Average
Oral Communication Skills						
Common Sense						
Curiosity						
Creativity						
Dependability						
Sense of Responsibility						
Self-motivation						
Ability to work in a group						
Reaction to criticism						
Regard for authority						
Regard for rules						
Cooperation						
Flexibility						
Sensitivity to others’ feelings						
Ability to follow directions						

Thank you for taking the time to complete this recommendation!