

ZOO RECORDS ASSISTANTSHIP



Micke Grove Zoo is currently accepting volunteer applications for Zoo Records Assistant (ZRA) positions.

ZRAs will be trained by the Zoo Curator to help with the following data entry projects:

- Editing animal husbandry records and veterinary records in the ZIMS (Zoological Information Management System)
- Assisting in archiving old zoo reports and other zoo related records
- Assisting in adding additional datasets for the zoo staff such as temperature and humidity logs, water quality logs, and enrichment logs
- To help organize folders, other documents, library books, and other publications

Volunteer Applicants must have:

- A strong commitment to advancing the zoo's goals in supporting animal conservation, education, and welfare.
- A positive demeanor
- The ability to be focused and detail-oriented
- A positive work ethic
- The ability to work in a group or individually

Volunteer Applicants Must be:

- At least 18 years or older
- Able to work outdoors in hot or cold weather
- Available to volunteer at least one 4-hour shift per week for a minimum of 6 months. Two shifts (10:00 A.M to 12:30 P.M. and 1:00 to 5:00 P.M.) are available. In exceptional circumstances, other shifts can be made available.