New England Wildlife Centers
Internship Application

WE ARE AN EQUAL OPPORTUNITY ORGANIZATION

It is the policy of New England Wildlife Centers to afford equal employment/internship opportunities to all qualified persons regardless of race, color, religion, national origin, age, military status, sexual orientation, disability or gender,

Internship Site Locations

Thomas E. Curtis Wildlife Hospital: 500 Columbian Street, Weymouth MA 02190

Birdsey Cape Wildlife Hospital: 4011 Main street, Barnstable, MA 02630

Please complete all sections and attach a resume and two letters of recommendations.

Location Applying For (please check one)

☐ Thomas E. Curtis Wildlife Hospital (Weymouth)
☐ Birdsey Cape Wildlife Hospital (Barnstable)

Personal Information

Full Name: _____

Telephone: _____

Mailing Address (street/ city/ state/ zip):

_____

Email Address: _____

Date of Birth: _____/_____/_____

Insurance & Vaccination (please check)

Health Insurance: ☐ Yes ☐ No

Proof of insurance will be required upon acceptance. Our insurance requires this; if you have no insurance, we will be unable to consider you for a position. Photo copy of health insurance card is acceptable for proof.

Rabies Vaccinated: ☐ Yes ☐ No

We do require that all staff and interns who work with the animals are rabies vaccinated due to the high volume of rabies vector animals that we care for. We do understand that the cost can be prohibitive. However, since we are a non- profit we are unable to assist with the cost of the rabies shots.

If no, upon acceptance you will need to complete the Pre-Exposure Rabies vaccination series and supply the hospital with a copy of your records two weeks prior to your start date.

Current Tetanus Vaccine: ☐ Yes ☐ No

If no, upon acceptance you will need to receive an updated Tetanus vaccine and supply the hospital with a copy of your records two weeks prior to your start date.

Education (Please include any/all high school, college, graduate study, vocational training)

School	Location	Course of Study	Year completed	Degree received

Work Experience (please also attach full resume to application)

Employer	Responsibilities	Dates

Volunteer Experience

Organization	Responsibilities	Dates

Statement of Interest: (please write a summary about why you are interested in being an intern at this location):

Housing is available on a very limited basis at a charge of $50.00 a week. Will you require housing during internship? ☐ Yes ☐ No

The Center is unable to offer assistance in finding alternative housing. If you require housing and it is not available are you still able to participate in the program? ☐ Yes ☐ No

Internship Dates

Please note we require of minimum of 6 weeks time commitment to participate in the internship. Extended time off during your internship is not allowed except for family and medical emergencies.

Preferred Start (mm/dd/yy): _____ End (mm/dd/yy): _____

If above dates are unavailable, my alternative requested dates are:

Alternate Start (mm/dd/yy): _____ End (mm/dd/yy): _____

Work Schedules

The clinic is open 7 days a week, 365 days a year. Typical spring/ summer shift hours run from approximately 8am - 4pm and fall/winter hours run from 9am-4pm. Interns, like all staff, are asked to work until all patients are treated.

Intern work schedules are assigned by the internship coordinators to make sure the hospital has adequate coverage every day. Interns will be assigned a 5 day working week, with two consecutive days off. Please note this will include weekends and holidays for some interns. For students with school or other work commitments a 4 day work week can be accommodated with prior approval.

If you have a work/school conflict that prevents you from working certain days, please fill out the days you are available below.

Mon	Tue	Wed	Thu	Fri	Sat	Sun

Reason for requesting a specific schedule: _____

If applying to the Weymouth Location: Email all application materials to: internships@newildlife.org

If applying to Cape Cod, Barnstable Location: Email all application materials to Priya.patel@newildlife.org

Thank you for applying to
New England Wildlife Centers