

NIABI ZOO

Intern Program

Horticulture

Description: Internships, while unpaid, offer college/university students a wide range of experience in horticulture. **Horticulture Interns** will provide plant based services including maintaining plant beds (ornamental, native, pollinator garden, etc.), weeding in and around animal habitats, identifying and labeling plant/tree species on grounds or in the forest preserve, removal of invasive species, etc. Interns also have the opportunity to develop or further skills in public speaking and interaction while engaging a diverse audience for a variety of on-grounds education presentations on pollinator gardens, invasive species, and more. Internships may also include further experience in plant propagation, transplanting, and establishing new plant beds/gardens. Intern positions are available as part time and full time.



Application Procedures:

College/University students and graduates who wish to apply for an internship should include the following in their application packet:

- Intern Application (<http://www.niabizoo.com/Volunteer/Internships.aspx>)
- Cover letter that addresses the following:
 - Why you are interested in an internship
 - Where you heard about the intern program
 - What you would like to gain from an internship
 - Highlights of your most applicable experience
- Resume
- Two letters of recommendation
- Copy of your current grade transcript

Please send all materials as a single packet to:

Niabi Zoo Intern Program
Attn: Curator of Conservation and Education
13010 Niabi Zoo Road
Coal Valley, IL 61240

You may email scanned copies to education@niabizoo.com
or fax to (309) 799-5761

Application Deadlines:

Application packets may not be considered if received after the following dates for an internship during that time frame. Typically, applications are considered **three months prior to the deadline**. Offers may be made to candidates *before* the deadline. **Please, do not wait until the deadline to send in your materials. The deadline is the last chance cutoff date.**

Summer Session (May-August).....April 7
Fall Session (September-December).....August 26
Winter/Spring Session (January-April).....December 10

Selection Process:

Upon receipt of the completed Application Packet, candidates will be contacted for interview arrangements. During the interview, information will be gathered pertaining to experience, career interests, education, starting and ending dates, shirt size, and will review an Intern Job Description. Upon selection, candidates will receive an Internship Acceptance Letter from the Curator of Conservation and Education. Interns must sign and return the acceptance letter to be officially accepted in to the Niabi Zoo Intern Program. **College credit** is available for participating universities and must be arranged **prior** to the start of the internship.

To learn more about the Niabi Zoo, visit www.niabizoo.com,
call (309) 799-3482 x 225 or e-mail education@niabizoo.com