



## *Discovery Guide Program*

### **To The Applicant:**

Becoming a Bronx Zoo Discovery Guide can be an exciting and rewarding experience. As a Guide, you will serve an important role in the education of guests visiting the zoo. Being a Guide at the Bronx Zoo requires that you have certain attributes and are able to perform a variety of job functions:

- ◆ **All applicants must be at least sixteen (16) years of age at time of submitting application.**
- ◆ All applicants must successfully complete a training course, including written assignments and exams. Each day of the course runs from 10:00 am to 4:00 pm. Each session covers conservation biology science, public speaking skills and activities designed to foster good relations among Discovery Guides.
- ◆ All applicants agree to purchase a docent uniform and materials related to the training course – \$35.00. [We do not want the fee to be a deterrent to a qualified volunteer. If you are accepted and can not afford this fee, please speak with the Coordinator of Volunteers.]
- ◆ Volunteers at the Bronx Zoo, including Discovery Guides, do not handle or care for live animals.
- ◆ All applicants must be willing and able to speak to zoo visitors and lead educational talks at an exhibit.
- ◆ All applicants must be willing and able to volunteer both indoors and outdoors, regardless of weather.
- ◆ All applicants must be willing and able to work with children of varying ages, as well as adults.
- ◆ Upon successful completion of the training course, a minimum time commitment of 70 hours performed between July 1, 2015 and September 6, 2015 (not including training). Full, 7 hour, days once a week are preferred but exceptions may be made if arranged in advance to accommodate vacations, illness or emergencies.

**Please consider all the information above before submitting your application.**



## *Discovery Guide Program*

Please Print or Type

Date: \_\_\_\_\_

### PERSONAL INFORMATION

Name \_\_\_\_\_  
Address \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home phone \_\_\_\_\_ Cell/Pager \_\_\_\_\_  
E-mail \_\_\_\_\_ Shirt size \_\_\_\_\_

### EDUCATION

**What is your level of education?**

some high school       high school graduate       some college  
 associate's degree       bachelor's degree       master's degree  
 doctorate       other (explain) \_\_\_\_\_

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

School Name \_\_\_\_\_  
School Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
School Phone \_\_\_\_\_ School Fax \_\_\_\_\_  
School District Number (if a public school) \_\_\_\_\_

### EXPERIENCE

*Please feel free to attach a resume in addition to the information below.*

#### **Work Experience**

Current Employer \_\_\_\_\_  
Title/Job Description \_\_\_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Direct Supervisor \_\_\_\_\_ E-mail \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Duties \_\_\_\_\_

## EXPERIENCE CONTINUED

### Volunteer Experience

Organization \_\_\_\_\_ Dates \_\_\_\_\_  
Title \_\_\_\_\_  
Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Direct Supervisor \_\_\_\_\_ E-mail \_\_\_\_\_  
Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_  
Duties \_\_\_\_\_

Have you ever worked/volunteered for the Wildlife Conservation Society? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes: which facility? \_\_\_\_\_ Dates \_\_\_\_\_  
Title/Job \_\_\_\_\_  
Direct Supervisor \_\_\_\_\_ E-mail \_\_\_\_\_  
Duties \_\_\_\_\_

### Other Experience

Do you have any public speaking experience? Please specify.

\_\_\_\_\_

Do you have experience working with children? Please specify.

\_\_\_\_\_

## REFERENCES

Please list the names and contact information of two people ***not related to you*** who know you well and can attest to your character, skill and dependability. **High school students must also submit a separate teacher recommendation form.**

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_ Relationship to you \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ Apt. # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Email \_\_\_\_\_ Relationship to you \_\_\_\_\_

## INTEREST SURVEY

***Please give complete answers. Attach an extra sheet of paper (or use the last page of this application) if you feel you need more space.***

How/Where did you hear about our volunteer program?

\_\_\_\_\_

**INTEREST SURVEY CONTINUED**

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

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How do you feel about animals being kept in a zoo?

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Please tell us why you are interested in volunteering at the Bronx Zoo, what you hope to gain from the experience and what you feel you can contribute to our organization. Limit your response to 200 words. If you need additional space, please add your comments to a separate sheet of paper.

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**SCHEDULING PREFERENCES**

**July 1, 2015 to September 6, 2015 – 9 Weeks**

Are you able to commit to at least 7 hours per week (not including Monday or Tuesday) in the summer?

Yes \_\_\_ No \_\_\_

*Morning shifts are from 9:30am – 1:30pm.*

*Afternoon shifts are from 12:30pm – 4:30pm.*

*Full day shifts are from 9:30am – 4:30 pm (includes 1 hour lunch).*

Identify your preferences by marking “1”, “2”, or “3” to indicate your first, second and third choice in this table:

Shift Time & Day	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Morning							
Afternoon							
Full Day							

Do you have any requirements to fulfill for your school (such as minimum number of community service hours)? If so, please list your requirements here:

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**All Applicants:**

The Wildlife Conservation Society’s zoos and aquarium are open almost every day of the year, including most holidays. Are you available to volunteer on the Fourth of July and Labor Day? Yes \_\_\_ No \_\_\_

## ACKNOWLEDGEMENT OF UNDERSTANDING

There are a few things that you need to know before deciding to take the next steps in joining our Discovery Guide program. Our mission is to educate the guests visiting the Bronx Zoo about wildlife in the park and the need for wildlife conservation. We do not handle any of the animals nor do we help care for them. This is an unpaid volunteer position. The Human Resources Department of the Wildlife Conservation Society is the department charged with processing applications for paid employment not volunteer positions. For information regarding other positions, please visit: <http://www.wcs.org/about-us/careers.aspx>

## SIGNATURES

If accepted as a Bronx Zoo Discovery Guide, I agree to be available to volunteer one (1) or more days per week (July 1 through September 6) and commit to at least 70 hours of service. I understand that I will have **NO** direct animal contact. I understand that I am the potential Guide and that I must follow through with the application process. I have read the acknowledgment of understanding, I have considered the requirements and essential functions, and I would like to submit my application for the Bronx Zoo's Discovery Guide Program.

*I certify that I am at least sixteen (16) years of age.*

Applicant's Printed Name \_\_\_\_\_

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

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

Parent/Guardian Name (print) \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Send your completed application to:

Coordinator of Volunteers  
Education Department  
WCS – Bronx Zoo  
2300 Southern Boulevard  
Bronx, NY 10460

To send your application by E-mail: [discoveryguide@wcs.org](mailto:discoveryguide@wcs.org)

**ADDITIONAL SPACE FOR ANSWERS AND COMMENTS.**