



## PATHWAYS TO EMPLOYMENT

### Zookeeper Apprenticeship

Thank you for your interest in the **Zookeeper Apprenticeship** position at Como Park Zoo and Conservatory, funded through St Paul's Right Track program. This Apprenticeship is a year-long commitment with the option to extend to a second year, preference is given to City of St Paul residents.

Apprenticeship requirements:

- Be a City of St Paul resident
- Come from a cost burdened household and/or have a barrier to employment
- Be enrolled in a college or university pursuing a degree in a related field
- 18- 24 years old

A completed application includes:

- Cover letter indicating reasons for interest in an Apprenticeship at Como
- Resume summarizing educational and employment experiences
- Two letters of recommendation, preference on one being from a college instructor or similar collegiate mentor who can speak to your academic performance and commitment to your major
- Completed application form

Applications are open until position filled, with priority to applicants submitted on or before May 1<sup>st</sup> for a start date of mid- June.

If you need more information don't hesitate to reach out,

Lianna Sanders, Project Manager

[Lianna.Sanders@ci.stpaul.mn.us](mailto:Lianna.Sanders@ci.stpaul.mn.us)

651-487-8290 (office) 651-360-9549 (cell)

## **Zookeeper Apprentice**

This apprenticeship at Como Park Zoo and Conservatory is designed to provide necessary experience to obtain a job as a Zookeeper post-graduation. Apprentices gain career learning in animal husbandry, data collection, and food preparation as well as ongoing professional skills trainings. This is a paid opportunity through Right Track and the City of St Paul, Apprentices will receive \$15.19/hour.

### **Duties**

- Assist with daily diet preparation, daily feeding, and husbandry
- Provide enrichment for the animals
- Assist with routine record keeping and participate in weekly veterinary consultation
- Provide routine animal observation, reporting any concerns to the keepers on duty
- Perform other duties as assigned

### **Responsibilities**

- Demonstrate safe, professional, and respectful behavior in all work areas
- Follow established policies and procedures when working on Como Campus
- Address issues and concerns in a timely and professional manner
- Work a pre-arranged shift, up to 40 hours/week in the Summer and up to 20 hours/week during the School Year
- Give advanced notice for shift changes
- Fulfill all training requirements and provide feedback

### **Qualifications**

- Currently pursuing a degree program in zoology, biology or a related field with preference given to those interested in a career in zookeeping/ animal care
- Meet a household income requirement and/or have a barrier to employment. Preference given to City of St Paul residents.
- Ability to commit to Apprenticeship for a minimum of one year, option to extend to a second year
- Be available to work weekdays, weekends, and holidays
- Demonstrate high quality ability to work independently or with a team
- Ability to move objects in excess of 50 lbs. daily



## Apprenticeship Application

*Please type or print clearly*

Please submit this application along with a letter of interest, resume, and 2 letters of recommendation. Preferable that the materials are submitted as a complete packet, letters of recommendation can be sent directly by their authors. Incomplete application packets will not be considered for an Apprenticeship.

### **Personal Information:**

Name: \_\_\_\_\_ Birthdate: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

### **Education:**

College/University \_\_\_\_\_

Year in School: \_\_\_\_\_

Course concentration/ Major: \_\_\_\_\_

Career Goal(s): \_\_\_\_\_

Are you receiving credit for your Apprenticeship?     **YES**     **NO**



**Household Income Level:**

Number of people in your household including yourself: \_\_\_\_\_

Income range (*circle one*):

- |                   |                   |                   |
|-------------------|-------------------|-------------------|
| \$54,951 or less  | \$54,951-\$62,801 | \$62,801-\$70,651 |
| \$70,651-\$78,501 | \$78,501-\$84,801 | \$84,801-\$91,101 |
| \$91,101-\$97,351 | \$95,351-103,651  |                   |

**Barrier to Employment:**

Check all that apply. Checking off any barrier does not disqualify you from employment.

- I am pregnant or parenting
- English is my second language, I am learning English
- I did not finish High School or am significantly behind on credits
- I am currently involved in the juvenile justice system or have a criminal record
- I am receiving public assistance or group home services
- I have a physical or learning disability
- I am in transition (ie, experiencing houselessness, or do not have a permanent address)
- Myself or someone in my home uses substances
- I am deficient in basic skills
- I am in the foster care system

Please submit completed application packet via email or postal mail to:

Como Park Zoo and Conservatory  
Attn: Lianna Sanders  
1225 Estabrook Dr  
St Paul, MN 55103  
[Lianna.Sanders@ci.stpaul.mn.us](mailto:Lianna.Sanders@ci.stpaul.mn.us)