

Denver Zoo Teen Volunteer Application Information

Thank you for your interest in Zoo Crew, Denver Zoo's teen volunteer program!

Please read this page carefully as it contains important information about the program and application process.

Requirements to apply:

- Teens must be at least 13 years of age (**as of April 23rd, 2016**) and no older than a junior in high school.
- Teen volunteers must be willing to provide a minimum of **75 hours of service** during the **three month commitment, June through August**. Most of their hours in the first year will be scheduled with our summer camp for children.
- All first-year teens must be able to commit to **three full weeks** (Monday through Friday, 4 hour shift each day) of volunteering during the three month season in support of the zoo's summer camp program. You will submit your availability for these weeks upon acceptance into Zoo Crew. Most teens work morning shifts of Summer Safari.

What to know about the teen volunteer program:

- Teen volunteer interviews in **mid-March (March 15th, March 17th, or March 19th)** are necessary for acceptance into the program.
- Teens accepted into the program are **required** to attend three full days of training. This year, the **mandatory** trainings will be held on **Saturday, April 23rd, Saturday, April 30th, and Saturday, May 14th**. All three dates are required.
- Teens accepted into the program are **required** to attend a training on **August 5th** (4:30PM-6:00PM)
- Teens accepted into the program must submit a **\$150 tuition fee** on or before May 14, 2016. Scholarships are available. Scholarship requests are due no later than **April 21, 2015**. Visit <http://denverzoo.org/denver-zoos-scholarship-fund> for information about scholarships.
- Teen volunteers are required to observe Denver Zoo's dress code, attendance and behavior policies.
- Upon acceptance, all teen volunteers will be required to submit a medical history form as well as a proof of a negative tuberculosis (TB) test within the past year (due May 14, 2016). TB tests can be administered at Denver Health Center or by your doctor.
- All teen volunteers are expected to assist with at least one special event each year (this will be outlined once teens are accepted into the program.)
- First year teens **will NOT have any direct contact with the zoo's animals**.
- Zoo Crew opportunities open to first year teens involve working with zoo guests, from young children to adults. Zoo Crew applicants should be comfortable working with people.

*If you are unavailable for any of the required/mandatory dates listed above or if you will be unavailable in June for a significant amount of time (with the exception of school commitments) we ask that you **please not apply at this time**.*

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Please use this checklist as a “to do” list to help you make sure your application is complete (you do not need to submit this page along with your application materials).

Applications are due to us no later than March 1, 2016 (postmarks not accepted).

What to do to complete your teen volunteer application:

- Read the requirements of the teen volunteer program in your paper application packet or online at <http://denverzoo.org/zoo-crew-teen-volunteer-program>
- Read the entire teen volunteer application to be sure you know the pieces you will need to complete.
- Identify two references and have them complete the reference letter of recommendation form. References should be adults (18 years or older) who know you well but who are not related to you (teacher, coach, family friend, etc). Give your references the forms to fill out at least two weeks before March 1st, 2016.
- Complete the online or paper application form with all needed information. Answer the 5 essay questions. We recommend that you write a draft of your essays first, make edits and then attach the final copy to your paper application or type them into the online application.
- Mail, email, fax the application with essays or complete application online by: March 1st, 2015.**

Mailing address**:

Teen Volunteers
Denver Zoo
2300 Steele St.
Denver Co 80205

Email:

teenvolunteer@denverzoo.org

(Note: reference forms should be faxed or emailed from references' fax numbers/ email addresses.)

Fax: 720-337-1498

****Reference forms that are mailed in need to be in an envelope that has been signed and sealed by the reference and received by March 1st, 2016 ****

- Ask questions! Please contact us with any questions about the application or program requirements – Teen Volunteer Hotline, 720-337-1491

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The Teen Volunteer Program is quite competitive. There is limited space available each year; therefore, not all applicants will be interviewed. By applying to this program, you and your parents indicate your commitment as outlined above.

You will be sent an e-mail notifying you that we have received your application. Whether or not you have been selected for an interview, you will be contacted by April 1st. If you have questions about the program requirements or application process, please contact us at 720-337-1491 or teenvolunteer@denverzoo.org.

We look forward to hearing from you!

Sincerely,

Hanna Hopkins, Tracy Vlnicka and Jen Bahmeier
Teen Volunteer Program, Denver Zoo

