



RIVERHEAD FOUNDATION FOR MARINE RESEARCH & PRESERVATION

Internship Program

AVAILABLE INTERNSHIPS

- Marine Mammal & Sea Turtle Animal Rescue Team
- Education
- Operations/Marketing

INTERNSHIP DESCRIPTIONS

Marine Mammal and Sea Turtle Rescue Team - Interns assist staff biologists and program volunteers with all response, treatments and releases of stranded marine mammals & sea turtles found within New York State. Specific duties include: all preparation and delivery of food to animals receiving care, enclosure cleaning and maintenance, facility cleaning and maintenance, water quality testing, assistance with medical and husbandry treatments (blood analysis, data entry) and general tank repairs and maintenance. Interns will assist the research program staff and volunteers with selected research projects including; marine mammal and sea turtle post release tagging.

Education – Interns will assist the education staff and volunteer docents with educational programs such as lectures, tours, beach cleanups, mock strandings, seal cruises and more. Interns will provide information on the research, conservation, and rescue programs while promoting stewardship and public awareness of the marine environment. In addition, they will assist in the development and design of educational programs, PowerPoint presentations and new interactive, informative displays and exhibits for the rescue center.

Operations/Marketing - Interns will assist in the development and operations of the Riverhead Foundation. Tasks will include; assisting and organizing fundraising events, assisting with the day-to-day operations of the office administration, assisting with the development of donation programs (i.e. animal adoptions), etc. Interns will also collaborate with staff members on the promotion/marketing of RFRMP through social media websites. Applicants must be experienced in social media and able to use the following: Instagram, Facebook, etc.

Research Projects – Research opportunities are available for college students interning for course credits. Projects must be approved by senior staff members and must line up with the mission of the RFRMP. Students who are interested in research work here at the facility must also have a faculty advisor on board from their current college or university.

Contact Information: Email – interns@riverheadfoundation.org

Please send all materials to: Internships

Riverhead Foundation for Marine Research and Preservation
467 East Main Street
Riverhead, NY 11901



RIVERHEAD FOUNDATION FOR MARINE RESEARCH & PRESERVATION

College Internship Application

Date: _____

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell (other) Phone: _____

Internship you are most interested in applying for: _____

Availability – Minimum Total Commitment (120 hours, 10 hours per week)

Hours per week: _____ Session Applying for: _____

Weekdays: M() Tu() W() Th() F() Weekends: Sat() Sun()

When can you start? _____ Your preferred internship end date? _____

Education

Undergraduate College: _____

Location: _____ Major: _____

Number of years attended: _____ Class Year: _____ Degree Earned: _____

APPLICATION PROCESS

Please include the following with your application and mail in one packet:

- Completed application
- Three letters of references from a professor or employer on the appropriate letterhead. Personal references will not be accepted.
- A transcript from your college
- A cover letter describing your interest in the internship, and how you think this experience will further your education.
- Your updated resume
- Applicants are encouraged to contact the school to determine school requirements and obtain approval.