Moody Gardens®
Aquarium Internship Application

Thank you for your interest in the Moody Gardens® South Pacific, Caribbean Fish, and Quarantine Internship Program. Please note that this is an unpaid internship and housing/food/travel stipends are not provided. Interns must commit to a regular schedule (16-20hrs per week in the fall and spring) (20-40hrs per week in the summer) for a short-term period of at least 3 months.

Application Schedule:

Spring Internship: January-March
Applications accepted until December 1st.
Start by January 15th

Summer Internship: June-August
Applications accepted until May 1st.
Start by June 1st

Fall Internship: September-November
Applications accepted until August 31st
Start by September 20th

If accepted and wanting to dive, you must still meet all Moody Gardens® volunteer diver requirements in addition to the internship requirements. As the internship is unpaid, Moody Gardens® does not provide any medical coverage for on or off the job injuries or incidents.

Karl Maahs: Volunteer Program Specialist

Diane Olsen: Curator of the Aquarium
Moody Gardens®
Internship Application Information

To apply for an internship within the South Pacific and Caribbean section at Moody Gardens® you must:

1. Be currently enrolled as a sophomore or higher in an accredited college or university.
2. Have a minimum of one year of course work in a major field of study to be applied during the internship.
3. Be receiving course credit for the internship.
4. Must have a minimum 3.0 GPA at the time of internship.
5. Submit an application.
6. Submit a cover letter.
7. Submit a resume.
8. Submit answers to the application questions.
9. Submit an unofficial or official copy of your current transcripts.
10. Submit two letters of recommendations (one must be from an academic advisor or professor).
11. Submit a letter from your course professor stating the course for which the internship will credit along with his/hers contact information.
12. Undergo a phone, online, or on-site interview based off current geographic location.
13. Commit to 16-20 hours a week for 12 weeks for the fall or spring internship program and a 20-40 hours a week for 10 weeks during the summer internship.
14. Must be able to pass a background check.
15. Meet expectations as outlined under ‘Internship Expectations’

Please mail or e-mail completed application materials to:

Karl Maahs
Moody Gardens-Volunteer Program Specialist
One Hope Boulevard
Galveston, TX 77554

Volunteers@moodygardens.org

Please note: Incomplete application packets will not be considered. Letters of recommendation may be sent separately.
Moody Gardens®
South Pacific and Caribbean Fish Internship

Goal of Internship:

The goal of the Moody Gardens Internship experience is to support Aquarium departments and provide pre-professional, experiential learning opportunities for individuals who volunteer their time working towards Moody Gardens mission: a public, non-profit education destination utilizing nature in the advancement of rehabilitation, conservation, recreation, and research.

Intern Benefits:

- Learn daily husbandry and maintenance routines including performing daily water chemistry.
- Learn basic life support systems for small and large aquariums.
- Learn basic life support systems for quarantine aquariums.
- Learn basic life support systems for quarantine aquariums.
- Learn the use of the HACH spectrophotometer.
- Assist with disease diagnosis and treatments.
- Become familiar with each of the zoogeographic aquarium zones.
- Learn proper food preparation techniques and understand system diets.
- Learn common and scientific names of fishes and invertebrates in the aquarium.
- Work closely with aquarium biologists and interact with guests.
- Moody Gardens Annual Pass after completion of internship.

Intern Expectations/ Responsibilities:

- Must be on-time!
- Work 16-20 hours a week for at least 12 weeks in fall/spring semesters and 20-40 hours a week for 10 weeks in summer semester.
- Set schedule prior to the start of the internship with morning shifts running from 7:00am to 11:00pm and afternoon shifts running from 12:00pm to 4:00pm.
- Capability of lifting a minimum of 50 pounds, climbing ladders, stairs, and work around saltwater.
- Limited animal handling. No petting or playing with any of the animals is allowed! Work Safety!
- Interactions with Moody Gardens® visitors. Be prepared to answer questions from the public.
- Must complete online courses and course evaluations.
- Must attend two one-hour long continuing education class sessions.
- Must turn in a Daily Log of experience.
- Be prepared to work in all weather conditions.

Intern Dress:

- An Intern uniform shirt and nametag will be provided.
- Wear khaki pants or shorts (no shorter than an inch above the knee, no capris or cargos allowed) and comfortable brown, black or white close toed shoes provided by the intern.
- A black or brown belt must be worn.
- All clothing must be presentable with no holes or rips.
Moody Gardens®
South Pacific and Caribbean Fish Internship Application

Name_________________________________________________  Date_________________

Home Address______________________________________________________________________________

City _____________________  State ____________________  Zip Code_________________

Email Address_________________________________________________  Primary Phone____________________

College/University Attending_______________________________________________________________

City/State____________________________  Anticipated Graduation date_________________________

Major Field of study____________________  Date of Birth_________________________

Name of Professor sponsoring Internship_____________________________________________________

Email Address & Primary Phone of Professor_________________________________________________

Please list any previous intern experience____________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Where did you learn about the internship program? _____________________________________________

Courses and experience applicable to this internship___________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________
_________________________________________________________________________________________

Have you ever interned, volunteered or worked for Moody Gardens® before? _______________________
If yes, when? _____________________________________________________________________________

Which internship semester are you applying for:  Fall  Spring  Summer
Dates available: ________________________________________________________________

Please list any special requirements your school may have: ____________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Emergency contact information

Contact Name __________________________ Relationship__________________________
Home Phone __________________________ Work Phone __________________________
Cell Phone____________________________

Alternate Contact Name __________________________ Relationship________________________
Home Phone __________________________ Work Phone __________________________
Cell Phone____________________________

PLEASE READ THIS STATEMENT CAREFULLY!

I hereby affirm that the information given by me on this application is complete and accurate. I understand that any falsification or omission will be immediate grounds for dismissal from the Intern Program. I authorize a thorough investigation to be made concerning my character; general reputation, employment and education background and criminal record whichever may be applicable. I understand what this investigation may include and I hereby authorize the release of documents, and personal interviews with third parties, such as prior employers, family members, business associates, financial sources, friends, neighbors or others with whom I am acquainted.

I also acknowledge that due to the ongoing COVID-19 global health crisis, the requirements and procedures of this internship are subject to change. I hereby affirm that during the course of this internship I will comply with all health and safety guidelines as required by both Moody Gardens and any government ordinances. Failure to do so may result in disciplinary action up to and including dismissal from the program and a failing grade being reported.

Internship Applicant Signature________________________ Date________________________

Karl Maahs
Volunteer Program Specialist
Moody Gardens (409) 683-4108
One Hope Boulevard fax (409) 683-4929
Galveston, TX 77554 Volunteers@moodygardens.org

For office use only:
Date Received: ___________
Interview date and time: __________________________________________________________
Accepted: __________________
Start date: ______________ End date: __________________
Orientation____________________ Uniform and nametag___________________
Moody Gardens®
South Pacific and Caribbean Fish Internship Short Essay Questions

1. Briefly describe your long-and short-term goals and where you see yourself 5 years from now.

2. Discuss a special attribute or accomplishment that sets you apart.