



The AMERICAN BALD EAGLE FOUNDATION

Dedicated to empowering public education and wildlife stewardship

American Bald Eagle Foundation Internship – Museum

Hours per week: 40+

Compensation: Housing, twice per month stipend (\$380), travel reimbursement (up to \$1,000)

The American Bald Eagle Foundation (ABEF) is a 501c3 nonprofit museum and raptor center in Haines, Alaska. The natural history museum features over 200 specimens that represent Southeast Alaska's natural, geological, and cultural history. The raptor center is home to 10 birds of prey who live and work on display. Our mission is the preservation of the bald eagle and its habitat through education and stewardship. The museum and raptor center collections help us achieve this mission by giving our guests up-close and personal experiences with wildlife and wild places.

Museum interns support the Foundation by performing many daily operational duties. Museum interns report to the Museum Curator, but may be assigned duties by any staff including the Animal Curator, Animal Care Manager, Program Coordinator, and Executive Director.

On a daily basis, interns are responsible for:

- Host Educational programming (formal and informal)
- Gallery cleaning and maintenance
- Back of house cleaning and maintenance
- Other tasks as assigned, including admissions/reception duties

Once trained and assessed, interns will also be responsible for:

- Conduct content research for present and future education programs
- Assist Museum Curator with collection inventory, collection care, data entry of new acquisition, cataloging museum collection, and research patron inquiries.
- Conduct data entry in collections management database, PastPerfect Record. Oversee Integrative Pest Management plan.
- Aid Museum Curator with exhibition care, installation/deinstallation, inventory, and recordkeeping.

You must be able to:

- Lift up to 50 lbs
- Work in extreme heat or cold
- Worked with deceased animal items
- Work safely with Taxidermy
- Work occasional nights and weekends