



3720 Stephen M. White Drive • SAN PEDRO, CALIFORNIA 90731
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A FACILITY OF THE CITY OF LOS ANGELES DEPARTMENT OF RECREATION & PARKS
ASSOCIATION OF ZOOS & AQUARIUMS
ACCREDITED BY AMERICAN ZOO AND AQUARIUM ASSOCIATION

2008 SUMMER DOCENT PROGRAM APPLICATION

Thank you for your interest in our Summer Docent programs. **This program is open to students who will be entering 7th-12th grades in the fall of 2008.** The programs are designed to give students lifetime skills in working with large groups of people, knowledge of the local ocean environment and a sense of accomplishment.

We offer two programs: Exhibit Hall Docent (2 sessions) and Aquatic Nursery Docent (1 session). Sixty (60) students will be accepted into each of the Exhibit Hall sessions and sixteen (16) students will be accepted into the Aquatic Nursery program. Students may apply for both programs, but may only participate in one program regardless of acceptance. **The calendar for both programs follows on the last page of this letter. PLEASE REFER TO IT WHEN CHOOSING WHICH PROGRAM(S) TO APPLY FOR.**

APPLICATION/ACCEPTANCE TIMELINE

Applications Available: Monday, March 3
Applications Due: Friday, April 25 – NO LATER THAN 3PM
Interviews: Tuesday-Friday, May 13-May 16, 3-5pm and Saturday, May 17, 10am-2pm
Notification of Acceptance: Week of June 2

HOW TO APPLY

Please write clearly. Non-legible applications/essays will not be considered.

Exhibit hall program

Session 1: Students Entering 7th-9th Grades (60 students will be accepted)

1. Complete the attached application form.
2. Submit a personal résumé. (ok to use the back of the application form)
3. Submit a teacher's recommendation on the attached form. **SUBMIT ONE (1) FORM ONLY.**
4. Submit a **HANDWRITTEN, LEGIBLE, ONE-SIDED, ONE-PAGE** essay answering the following, "*If an ocean creature could run for President, which would you choose? What would be its campaign slogan? Why?*"

Session 2: Students Entering 10th-12th Grades (60 students will be accepted)

1. Complete the attached application form.
2. Submit a personal résumé. (ok to use the back of the application form)
3. Submit a teacher's recommendation on the attached form. **SUBMIT ONE (1) FORM ONLY.**

Aquatic nursery program

One Session: Students Entering 7th-12th Grades (16 students will be accepted)

1. Complete the attached application form
2. Submit a personal résumé. (ok to use the back of the application form)
3. Submit a teacher's recommendation on the attached form. **SUBMIT ONE (1) FORM ONLY.**
4. Submit a **HANDWRITTEN, LEGIBLE, ONE-SIDED, ONE-PAGE** essay answering the following, "*What new scientific fact or discovery excited you the most this past year? Why?*"

ALL MATERIALS MUST BE RECEIVED BY 3PM, FRIDAY, APRIL 25
SUBMIT ALL ITEMS TOGETHER IN ONE PACKET
that includes the teacher recommendation.

Applications may be mailed or may be dropped off in person:

Mail packets to:

Randi Abrams-Gonzalez, Volunteer Coordinator
Cabrillo Marine Aquarium, 3720 Stephen M. White Drive, San Pedro, CA 90731

Drop-off packets:

You may drop off packets at the Cabrillo Marine Aquarium Information Booth on the following days/times ONLY: Tuesday-Friday, 1-4:30pm (**until 3pm, 4/25**) & Saturday-Sunday, 10am-4:30pm. *Staff (including Randi) will not be available to accept applications before 1pm, Tuesday-Friday due to morning programming at CMA.*

- If the parking booth is in operation, there is a 20 minute grace period before you are charged for parking. (Parking will be validated for interview sessions as necessary.)
- *You may request a receipt when turning in your packet.*

IT IS YOUR RESPONSIBILITY TO MAKE SURE THAT ALL APPLICATION MATERIALS ARE RECEIVED BY THE DEADLINE DATE REGARDLESS OF WHO YOU ENTRUST WITH YOUR PACKET. If you are handing in your packet in person make sure you're at Cabrillo Marine Aquarium – NOT the Cabrillo Beach Bathhouse!

INTERVIEWS & ACCEPTANCE

- Interviews will be conducted as indicated on the timeline above. You will be asked to designate a day for your interview on your application. **Due to the volume of applications, you will NOT receive a confirming call. Interviews are conducted first come/first served on the days indicated. Please come on the day you indicate on your application. Please put it on your calendar. Please come NO LATER than 15 minutes before the end time shown above.**
- Applicants will be notified of acceptance or denial by June 6.

PROGRAM FEES

Do not send money at this time. Fees are collected upon acceptance into program. Program fees cover training materials, T-shirt, name tag and field trips. The fee for the Exhibit Hall programs is \$75.00 (\$55.00 for additional siblings) and \$55.00 for the Aquatic Nursery program. **Financial aid is available and may be requested once accepted.**

IMPORTANT INFORMATION FOR PARENTS/GUARDIANS – please read

Acceptance:

It is not uncommon to receive more applications than spaces available for these programs. And, with very few exceptions, most applicants are qualified for the program. This is to inform you of our selection process:

- The application packet must arrive complete and by the due date to be accepted.
- All applicants are interviewed unless the packet suggests that we make an exception. (This is generally due to the packet not being turned in on time, lack of completeness or obvious unsuitability for the program. In this instance the applicant will be called as soon as possible.)
- **A LOTTERY IS HELD SHOULD WE HAVE MORE QUALIFIED APPLICANTS THAN SPACES.**

Training:

Summer Docents receive one or two weeks of training depending upon the program. Training is very important in ensuring your son or daughter's successful and enjoyable experience as a summer docent. It is important that she/he attend each day of training and attend the full training time each day. **Training is MANDATORY** and must be a priority in your child's schedule. In recent years we have been asked, often at the last minute, to excuse a child from portions of the training week due to other commitments. You are informed well in advance of the dates and times of this program. If you cannot commit to the training period, please have your child apply next year.

Other:

- Once accepted into our programs, volunteers are required to complete City of Los Angeles registration, and, if 15 years or older, must get fingerprinted. Parental consent will also be required. Additional information/instructions will be sent upon acceptance.
- Highly encouraged... strongly suggested... please! *Make and keep a copy of the application materials. Keep this letter for reference.*

Questions??

Please do not hesitate to contact Randi at (310) 548-8398 or randi.abrams-gonzalez@lacity.org

2008 Summer Docent Schedule

EXHIBIT HALL DOCENTS

Session One: Students Entering 7th-9th Grades

Training Week: Monday, June 23 – Friday, June 27, 9a-3p
Tours begin: Tuesday, July 8 (9am-12:30pm – students choose 1-2 days/week)
Field Trips: Sea World, 7/14
Catalina, 7/21
Beach Scene, 7/28
Last Day of Tours: Friday, August 1
Family Potluck: Friday, August 1

Session Two: Students Entering 10th-12th Grades

Training Week: Monday, July 28 – Friday, August 1; 1:30p-4:30p
Tours begin: Tuesday, August 5 (9am-12:30pm – students choose 1-2 days/week)
Field Trips: Sea World, 8/11
Catalina, 8/18
Beach Scene, 8/25
Last Day of Tours: Friday, August 29
Wrap-up Party: Friday, August 29

AQUATIC NURSERY DOCENTS

One Session: Students Entering 7th-12th Grades

Training Weeks: Monday, 6/23 – Friday, 6/27, 9a-1p *and* Monday, 6/30 –
Thursday, 7/3, 9a-1p (Friday is July 4 holiday)
Tours begin: Tuesday, July 8 (9am-12:30pm – students choose 1-2 days/week)
Field Trips: Coastal Park Day, 7/14
Catalina, 7/21
Fishing Day, 8/4
Surfing Lesson, 8/11
Last Day of Tours: Friday, August 29
Wrap-up Party: Friday, August 29