



## **Zoo Atlanta Volunteer Program Application Instructions**

**Due Date:** January 31, 2027 by 5 p.m.

### **1) Application – online form & essay**

The first step is to complete the online application form and essay. The essay should be completed by the Volunteer candidate with no assistance from others\*. The application will ask for basic information and emergency contacts.

There will be a section to upload a short essay as part of the application.

#### **The essay should answer the following questions:**

1. Why do you want to be in the Volunteer Program?
2. What are your career/college goals and how would this program support those goals?
3. Why is conservation important to you?

The length of the essay is up to you; however, please do not exceed two pages. Tell us what you think we need to know about you and why you would make a good candidate for our Volunteer Program.

Please save your essay as a pdf before uploading it. The title of the file should be your name! We receive over 100 applications and essays each year. If your name is not on your essay, it may get lost.

*\*A note about assistance and AI:*

*This essay should be written by the teen applicant. You may have help from adults in reviewing it, but the ideas and thoughts should be your own. Each year we review over 100 essays and can easily tell when AI is used; in that case, we automatically reject those applications. **Please** show us **your** passion! You cannot find the answers to the questions above on the internet as they are your thoughts and opinions. We are looking for individuals who align with our program and will be a good fit.*

**VOLUNTEEN APPLICATION** <https://www.volgistics.com/appform/213158994>

*(Please note this link will not be live until Jan. 1 at 9 a.m.)*

## 2) Recommendation Form

This can be written by anyone **except a family member**. Coaches, teachers, youth group leaders, and employers are all good examples of people to ask. The form should clearly state why the applicant is a good fit for the program. The recommendation will be submitted via an online form and will not be visible to the applicant.

Applicants can copy the link below and send it to the person you would like to complete your recommendation for you. We recommend you ask someone several weeks before the deadline to allow them time to complete this for you on time.

Please only submit one recommendation form and follow up with your recommender to ensure it is completed. The quality of one strong recommendation will outweigh the quantity of many weak recommendations.

You will receive an email within 5 business days of when all application materials are complete.

### [RECOMMENDATION FORM](#)

## 3) Program Timeline

- **Applications open** January 1
- **Applications close** January 31
- **Applications are reviewed by Zoo Atlanta staff:** February 1 – February 28;
  - Applicants will be notified of next steps in the process by March 1.
  - If selected for an interview, interview dates will be shared after March 1.
  - Interviews will be in person in March.
- **If selected** to join the Volunteer Program, applicants will need to attend orientation with a parent.
- **Orientation** will cover the required paperwork to be completed prior to the start of the program. Paperwork will be due by May 25.

- **The program year starts June 1.** Required Volunteer training will be held the week of June 7-11, 2027.
- **Email communication:** Be sure to check your spam/junk folder regularly for missing communications from us.

If you have any questions about the Volunteer Program, please reach out to the Supervisor of Youth Volunteers at [teenvolunteer@zooatlanta.org](mailto:teenvolunteer@zooatlanta.org).