

INTERNSHIPS - Ocean Explorer Centre

The Ocean Explorer Centre is the outreach and visitor centre of SAMS (Scottish Association for Marine Science) operated by the Communications Department.

Director: Dr Anuschka Miller. Outreach Officer: Helen McNeill

The Ocean Explorer Centre is a free indoor visitor attraction near Oban to explore the science behind our oceans with a focus on the science carried out at SAMS. The Ocean Explorer Centre empowers audiences to contribute positively to a healthy and sustainably managed marine environment through greater awareness and understanding of the marine system and the challenges it faces. It strives to provide an outstanding visitor experience through inspirational, atmospheric and relevant 'edutainment' and stimulating events.

In 2019 we have three different internships on offer which are aimed at mostly undergraduate students from anywhere in the world. These are available during the period June-October 2019. You should have a competent level of English to apply. You may choose one or combine any number and some duties may cross over. Hours are normally Monday to Friday 10am-4pm. We provide refreshments and lunch on the days you are in the centre and are happy to give advice and references as required after your internship as a follow-up service. For all three internships you will need to show an aptitude to communicate to and a desire to work with the general public, a wish to further your experience in outreach, education and event management and an ability to communicate SAMS mission and research to the wider world.

Internship 1: Managing a Visitor Centre

This internship will provide experience in the welcoming visitors to our unique visitor centre in a marine setting. It is particularly of benefit to anyone wanting to develop their customer care skills. You will learn to:

1. Welcome visitors at main reception – providing a friendly and professional service, giving an outline of the displays and the work we do at SAMS and tailoring your welcome to the members of the visiting group.
2. Welcoming children and foreign visitors pointing out the activities we have for them.
3. Encouraging donations – we are a free visitor centre but rely on donations.
4. Visitor questions: you will learn about the research we do at SAMS as well as having a general overview of Oban and surroundings to answer visitor queries politely and helpfully.
5. Opening and switch displays on and closing and shutdown of the OEC securely.
6. General maintenance: keeping displays in working order; clean and tidy activity table; clean microscope; check (and potentially collect) plankton samples; check bins and recycling.
7. Troubleshooting: Working with the IT department to ensure displays are working and our underwater cameras are clean.
8. OEC shop: cash up shop monies on a Monday morning; check stock levels in shop; keep shop tidy to invite sales; choose and re-order any stock and new items; check SAMS leaflet stocks.

9. Log visitor numbers on a daily/monthly basis.

Internship 2: Education and working with schools and visiting groups

The Ocean Explorer Centre and SAMS receives regular requests from local primary schools to visit and participate in our science education workshops. In 2018 we worked with 575 school pupils and visiting groups. Some schools come to do our themed workshops, whilst other schools may approach us with a more specific request to support a project they are working on, which could be outside of our usual set workshops. In these cases we try to respond to the request and showcase the science in question. Our mission is to increase ocean literacy and create the next generation of marine scientists. This internship is of particular relevance to anyone who would like to become an education officer. In this internship you will gain experience of working with schools and visiting groups and you will:

1. Become familiar with the workshops in our schools programme and SAMS science and organisation.
2. Help to get equipment together for workshops being delivered and join in the planning process.
3. Assisting the SAMS Outreach Officer to deliver school workshops either in school or in the Centre
4. Devise a new school workshop incorporating your own ideas. The workshop will be related to our research but you will develop a new plan with a SAMS scientist, attend meetings, produce or source relevant resources, trial and deliver a new activity.
5. Design or make resources e.g. word searches or quizzes, craft items, presentations etc
6. Send out GDPR notices to schools in preparation for OEC Facebook posts about any visits. Take photographs and write FB post.
7. Log number of school pupils visiting

Internship 3: Events Co-ordinator

In the summer months we get a large number of visits from children and families who enjoy our displays and general activities. During this period we often run family events based on our research to provide further engagement and activities. Examples include seashore safaris, storytelling, craft sessions etc. We also organise a Festival of the Sea weekend in May which showcases our research and the work of other environmental organisation in a fun and informative way to visitors. This internship is of particular use to anyone who wants to needs to develop event management skills.

In this internship you will learn to:

1. Think of ideas for family outreach events based on our research
2. Liaise with other SAMS staff for background information if required
3. Plan the event taking into account the audience attending, the main science message behind the event, what resources are needed, suitable

location/date/time/staffing, advertising, health and safety, costs and how to cover them.

4. Get equipment together, set up and take down
5. Help design event posters and lead on advertising / marketing
6. Produce Facebook posts and social media about the event before, during and after, taking GDPR into account.
7. Deliver the event on the day, working with children and families in a fun and professional manner.

Oban and surroundings

You can find out more about living, studying and working in Oban here:

<https://www.sams.ac.uk/study/our-area/>

Please note that accommodation is highly sought after in the summer months so if you are successful, please plan early. There is a regular bus service to SAMS and the village of Dunbeg from Oban.

To apply please send your CV and a covering letter outlining which internship you would like to apply for to Dr Anuschka Miller, e-mail Anuschka.Miller@sams.ac.uk.