

## Leaders in Animal Care

Animal Care is a leader in determining standards of humane care and treatment for animals in the United States. As part of the U.S. Department of Agriculture's (USDA) Animal and Plant Health Inspection Service (APHIS), we carry out and enforce these standards through inspection, education, and cooperative work with States, industry, and nongovernmental organizations.



## A Unique Opportunity

We are dedicated to attracting and recruiting a diverse workforce to advance our goals. In doing so, we see great value in hiring students to help them link academic learning with professional employment. Animal Care has developed a robust externship program that allows motivated students to gain unpaid work experience in various areas of interest. Externships last from 1 to 4 weeks. Opportunities are based on the availability of Animal Care personnel throughout the United States. We offer two types of externships:

- Office-based experiences in Riverdale, MD; Fort Collins, CO; and Kansas City, MO
- Field-based experiences located throughout the United States



These opportunities cover many organizational areas, including, but not limited to:

- Nonclinical veterinary care
- Compliance inspections
- Administrative support
- Policy development
- Human resources and finance management
- Information technology
- Emergency programs
- Outreach and training
- Stakeholder engagement



If you extern with us, we'll work with you to develop an individual learning plan to maximize the benefits of your externship experience, both for you and for Animal Care.

## Want To Apply?

If you're enrolled full- or part-time in a regionally accredited college or university and you have a grade point average (GPA) of 2.5 or better, you are eligible to apply. To do so, submit the following materials to [acextern@aphis.usda.gov](mailto:acextern@aphis.usda.gov):

- **Your resume**, including work experience, educational institution, major, GPA, and expected graduation date
- **A narrative essay** of 750–1,000 words answering the following:
  - Why are you interested in an externship in Animal Care?
  - What do you want to gain from the externship experience?
  - How does this experience relate to your career aspirations?
  - What contribution will you make to the Animal Care program?
  - What is your preferred type of externship (i.e., office or field), geographic location(s), and specific timeframe for participation?
- **Transcripts** (official or unofficial) for all completed college or university coursework to date

## When To Apply

Key deadlines for submission of the required materials are as follows:

- **June 1 for fall**
- **November 2 for spring**
- **March 1 for summer**

We encourage you to apply early to allow time for placement and accommodations.

## Other Information

We accept students based on Animal Care's needs and priorities and students' interests. Unforeseen circumstances (e.g., a natural disaster) may force us to cancel established externship opportunities, but we will make every effort to find alternatives to cancellation.



If selected, you are responsible for your housing and transportation costs, as well as other personal expenses during the externship. You will be required to sign a Confidentiality Disclosure, a Volunteer Agreement, and other consent forms.

In addition, if you are selected for a field-based externship, you will be required to submit negative results of a tuberculosis test within the past 6 months.

### Contact Us

For more information on externship opportunities, email Animal Care at [acextern@aphis.usda.gov](mailto:acextern@aphis.usda.gov) or call us at (301) 851-3751.

To learn more about the Animal Care program in general, visit us online at [www.aphis.usda.gov/animal-welfare](http://www.aphis.usda.gov/animal-welfare).



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# Animal Care Externship Program for College and University Students

EXPLORE  
EXPERIENCE  
CONNECT

