

Volunteer/Intern Opportunities

APROVACA's focus on protection of endangered endemic Panamanian species of orchids would not be possible without the support of volunteers and donors. The organization's daily operations rely heavily on volunteers or interns from the area. The needs of the non-profit may change from season to season, but can be broken down into the categories below. As part of volunteering or interning with APROVACA, individuals are expected to work five days per week on a flexible schedule, and are provided lodging (at the on-site hostel) and daily lunch. The primary periods of time assistance is needed are from November to early December, and December to March. Interested individuals should speak Spanish or English (at least some Spanish), with bilingual individuals strongly preferred.

● Flower Identification and Care

The goal of the organization is to preserve and protect orchids of Panama. Part of this effort includes identifying and caring for the orchids that APROVACA houses at its site in El Valle. Although most of the orchids are well-known by the organization and around the world, there are some that APROVACA has not yet been able to classify and therefore care for as specifically as is possible. Those with current, relevant experience or education in botany could be valuable resources in forwarding the identification process. Interns/volunteers for flower identification and care could be expected to take part in the below daily tasks, as well as any other tasks as needed:

- Identify orchids presently in the APROVACA garden
- Work with university or community partners to identify and care for plants
- Provide tours of the orchid garden
- Address questions and concerns presented by visitors

● Tourism

APROVACA operates a hostel on-site as a funding source for the orchid preservation efforts. The cozy hostel, Hostel Orquidea, is located at the center of the garden, surrounded by trees, birds, and other natural beauties of El Valle de Anton. Inside, visitors find shared and private rooms with comfortable beds, full kitchen, hot showers, as well as free Wi-Fi and tours of the orchid gardens. The prices of stays vary based on room type and number of people, but meals are not included. Interns/volunteers for tourism could be expected to take part in the below daily tasks, as well as any other tasks as needed:

- Track hostel bookings
- Process guest payments
- Manage check-in and check-out for guests
- Provide tours of the orchid garden
- Address questions and concerns presented by guests
- Monitor travel websites (such as Booking.com) to respond to guest reviews
- Upkeep of hostel accommodations

● **Business, Marketing & Technology**

The non-profit, APROVACA, and associated hostel, Hostel Orquidea, are relatively small but require management behind the scenes. Over the years, record-keeping has been done to track the attendance, costs and profits of the organization. Additionally, technology is used to promote the organization on a website and social media platforms. Interns/volunteers for business, marketing & technology could be expected to take part in the below daily tasks, as well as any other tasks as needed:

- Maintain visitor records and check-in for orchid garden (and possibly the hostel as well)
- Provide tours of the orchid garden
- Update social media regularly with relevant posts
- Assist staff with technology-related operations
- Address questions and concerns presented by visitors
- Monitor travel websites (such as Booking.com) to respond to visitor reviews