POSIXN DESCRIPTION

Title: Environmental Educator
Classification: Part Time Regular
Supervisor: Jenn Wright, VP for Education
Date Prepared: August 28, 2017

Kalamazoo Nature Center (KNC) is a not-for-profit organization whose mission is to inspire people to care for the environment by providing experiences that lead them to understand their connection to the natural world.

Summary of Position: The Environmental Educator will provide environmental education programs for youth and adult groups both visiting and away from the Kalamazoo Nature Center as needed. We are seeking creative, energetic individuals with diverse presentation skills to deliver dynamic programs with excellent customer service to our audiences. This position can work from 15-30 hours per week on a regular basis as assigned by supervisor.

Duties:

- Provide environmental education programs for youth and adult groups and KNC Members on and off site as assigned by EE Director.
- Work with other staff members to develop education programs.
- Develop curriculum materials and maintain equipment and supplies.
- Help with special events on and off site.
- Display proper interpretive, animal handling and facilitation techniques.
- Present a positive KNC image and demonstrate KNC’s Customer Care Standards at all times.
- Participate in regular KNC staff activities including, but not limited to: trainings, public events and programs, planning sessions and staff meetings.
- Other duties as assigned by supervisor.

Entrance Requirements:

- Bachelor’s degree in education, biology, earth sciences, environmental studies or related fields preferred.
- Competent in oral and written communication.
- Ability to work as a team member as well as independently.
- Enjoy working with people of all ages (particularly elementary aged children).
- Comfortable working with live animals and enjoy working outside.
- Personal commitment to the KNC’s Mission.
- Able to maintain a flexible work schedule, some weekends and evenings.
- Able to walk/lead groups over varying terrain in all weather conditions.
- High energy and able to lift 50 pounds of equipment.

To apply: Submit resume, cover letter and names and telephone numbers of three professional references to: Kevin Wordelman, Director of People & Culture, kwordelman@naturecenter.org

The Kalamazoo Nature Center is an equal opportunity organization that will not discriminate in its programs or hiring practices on the basis of race, color, religion, sex, age, ethnic origin, physical or mental disability, veteran status, height, weight, sexual orientation or gender identity, marital status, or political affiliation.

Because we value the strength diversity brings to the workplace, the Kalamazoo Nature Center is committed to the recruitment, retention, and development of a workforce that reflects the society in which we live. We encourage applications from candidates representing diverse backgrounds.