

Taltree Arboretum & Gardens

Seasonal Environmental Educator

Salary: \$9/hour

Schedule: Seasonal (March 27 – October 31, 2017), up to 40 hours per week. Holidays and weekends are mandatory.

Reports to: Programs Manager

Position Overview: The Environmental Educator is responsible for educating the public about Taltree's mission, planning and implementing summer camp, and teaching offsite educational programming. Duties may also include the creation of educational field brochures and bulletins or writing articles for local media.

Primary Functions

- Assist and conduct outreach at local schools for Taltree's "Conservation to Go!" program.
- Deliver on site programming to school, scout, and diverse adult groups.
- Implement current curriculum with the opportunity to create new lesson plans.
- Assist in the preparation and development of upcoming camps and educational events.
- Create written materials for public education and advertising arboretum programs.
- Recruit new docents and volunteers for the arboretum.
- Assist with events at Taltree that have an education and volunteer/docent component.
- Attend offsite educational booths.
- Other duties as assigned.

Required Qualifications

- One year of university level education in biology, conservation, education or relevant field of science.
- Be passionate about conservation, education and the environment.
- Be flexible with regard to work assignments.
- Ability to work individually with limited supervision, as well as collaboratively.
- Strong written, verbal, interpersonal skills.
- Working knowledge of environmental education theory.
- Must be at least 18 years of age and possess a valid driver's license.
- Ability and enthusiasm working with children, teens, and adults.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to work outdoors in a variety of weather.
- During school programs, intern must walk 2+ miles.
- Ability to work in an office setting.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, or feel; reach with hands and arms; stoop, kneel crouch, or crawl; talk or hear and taste or smell. The employee is frequently required to stand and walk. The employee is occasionally required to sit and climb or balance. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this Job, the employee is regularly exposed to wet and/or humid conditions. The employee is frequently exposed to outside weather conditions. The noise level in the work environment is usually moderate.

Taltree Arboretum & Gardens is an equal opportunity employer. We do not discriminate against race, gender, sexual orientation, religious preference, disability, and will make reasonable accommodations to enable individuals with disabilities to perform the essential functions.