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# *Environmental Educator*

## *Position Description*

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*Updated August 2024*

Continuing a 56 year legacy, Riveredge creates healthier human and natural communities by supporting conservation through education that awakens curiosity, engages the body, and explores connections to nature for all. Riveredge achieves its mission by partnering with individuals and organizations across southeastern Wisconsin to create nature-rich lifestyles for all, nurture the next generation, put conservation in action, and promote wellness in nature.

### Position Summary

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The Environmental Educator works as a key part of the Riveredge Nature Center team of staff and volunteers. This position is able to lead a consistent schedule of environmental education programs to school-aged students (mostly ages 6-12 years) and provide support to educational events throughout the year. This is a part-time hourly position (non-exempt) of up to 28 hours/week.

Some evening and weekend hours are expected, though most hours will occur Monday- Friday 8am-4pm.

### Primary Responsibilities

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- Teach inquiry-based environmental education programs for school-aged children during peak school program months on-site.
- Assist in the creation and delivery of curricular materials for a variety of environmental education programs for school, scout, youth group, and family audiences.
- Assist with education programs and special events such as the Maple Sugaring Festival, Fairy Fest, Family Egg Hunt, Trails & Treats, and Handmade for the Holidays.
- Travel to and deliver community outreach programs offsite of Riveredge property (various locations in Southeastern Wisconsin, usually in Milwaukee, Washington, or Ozaukee Counties). ● Lead Nature Journey Summer Camps activities ● Other relevant duties as assigned.

### Position Expectations

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In addition to the Primary Duties, all staff members of Riveredge Nature Center are expected to:

- Clearly, effectively, and promptly communicate with internal and external stakeholders
- Engage in creative and collaborative problem-solving when faced with challenges

- Welcome opportunities to grow as a professional with the support of mentors and peers
- Embody and communicate the organization's strategic initiatives: nature-rich lifestyles for all, nurturing the next generation, wellness in nature, and putting conservation into action.
- Regularly participate in staff meetings and internal professional development training.
- Provide high-quality experiences for all guests and volunteers.

## Compensation & Benefits

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\$15/hr-\$18/hr based on applicant's experience and qualifications.

Additional benefits for this position include:

- Voluntary 403b supplemental retirement plan
- Short Term and Long Term Disability
- Employer provided life insurance

## Working Conditions & Locations

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This is a part-time, hourly position of up to 28 hours/week.

Additional working conditions include:

- Assume occasional travel within Southeastern Wisconsin. (Mileage reimbursement provided)

## Preferred Qualifications

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Please note that the best candidate may not have all of these qualifications, but may still be a great fit for the position. Willingness to grow and a positive, passionate outlook are key.

- Bachelor's degree in education, natural sciences, community engagement or related professional years experience in the field.
- Enthusiastic, positive, motivated and likes to have fun on the job.
- Flexible, creative teacher with experience (K-adult) in a formal or non-formal setting.
- Ability to work as a member of a team by sharing decision making while personally assuming responsibility and accountability.
- Strong interpersonal skills, organized and professional demeanor, self-directed.
- Ability to physically traverse and transport gear over the Riveredge trails with ease.
- Naturalist skills and knowledge of Wisconsin natural history.
- Experience with Google docs, Google calendar and social media.
- CPR, First Aid certifications or ability to attain them within 60 days ● Lifeguard, WFA, WFR certifications appreciated but not required

## Timeline

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Positions will be filled on an ongoing basis.

**To apply:** please send a letter of interest, resume, and a list of three references in a single document to the Associate Director of Education Steff Merten at: [smerten@riveredge.us](mailto:smerten@riveredge.us)