



January 31, 2024

ENVIRONMENTAL EDUCATOR (PERMANENT VARIABLE HOURS) JOB ANNOUNCEMENT

I Job Overview:

Job Title:	Environmental Educator
Department:	Education
Classification:	Non-Exempt, Hourly
Job Type:	Permanent Variable Hours – Schedule varies by season For details, please see section V: Work Schedule
Job Status:	Employee
Reports to:	Director of Education
Supervisory Role:	No
Travel:	Yes – travel to sites in the Cleveland area; No – overnight travel.

II Job Summary:

The Environmental Educator teaches school programming primarily for Preschool through Grade 6, public programming for families and adults and camps for children in Preschool through Grade 6.

We are looking specifically for candidates who are comfortable teaching both at the Nature Center and offsite to deliver after-school programming at local schools or recreation centers. You would drive your own vehicle to these offsite locations and be reimbursed at the Federal rate (currently \$0.625/mile).

III Job Responsibilities & Duties:

A. TEACH ENVIRONMENTAL EDUCATION (80%):

- Facilitate discovery in both indoor and outdoor classroom settings.
- Deliver programming to any of the groups we serve throughout the year, primarily children in grades Preschool through Grade 6.
 - Although we primarily serve school audiences between Sept.-May, “groups” may also include scouts, day camps, afterschool programs, adult learners, community groups, and any other organization seeking an environmental education experience.
- Teach summer camp or other group programming between June - August.
- Plan or assist with public programming for family and adult audiences as needed.

B. PROGRAM DEVELOPMENT (15%):

- Participate in team meetings to review school programs and suggest improvements.
- Occasionally create activities, hikes, or other experiences for public programs and/or family events.
- If working summer camp, reference NCSL lesson plans, activities and resources to plan your camp sessions. Write lesson plans for your weeks of camp to match the assigned theme.



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C. OTHER (5%):

- Maintain good humor and apply professional, common-sense solutions to everyday challenges.
- Learn, meet new people, reflect, and take initiative to continue to grow in the field.
- Participate in team trainings, staff meetings and events.
- May be asked to help care for Education animals (box turtles and snakes).
- Other duties as assigned.

IV Required Qualifications & Skills:

- Completed degree or enrolled in a degree program in Education or Earth & Life Sciences or related field
 - Motivation to continue to learn and practice education skills and natural resources content.
- Experience teaching Preschool through 6th grade in a hands-on setting.
 - Ability to design age-appropriate environmental education curricula and activities for a wide variety of audiences
 - Ability to manage classroom safety and behavior in a variety of settings.
- CPR/1st Aid Certification (to be provided by NCSL upon hire).
- Excellent interpersonal skills; ability to interact with the public, parents/guardians, teachers and staff with tact, courtesy, and diplomacy.
- Strong organizational skills, ability to multi-task, adapt to change, work independently, and to prioritize effectively.

V Work Schedule:

- The majority of programming takes place Monday-Friday between 9am-1pm. Occasionally there are opportunities to work late afternoons, evenings or weekends.
- You may be scheduled to work between 0-40 hours depending on the season and demand for education programming. Typical demand is listed below and varies greatly by season.
 - **Spring: 0-25 hours a week**
 - Programming is heaviest in April & May
 - **Summer: 0-40 hours a week**
 - Camp runs early June – early Aug and often requires 40-hour weeks.
 - Alternative assignments include assisting with half-day camps or “one-off” programs booked by external groups (day cares, summer enrichment programs, etc.)
 - **Fall: 0-20 hours a week**
 - Programming is heaviest between mid-Sept. & mid-Nov.
 - **Winter: 0-10 hours a week**
 - Programming is light, but begins to pick up in Feb.
- Due to the variable nature of this position, the Nature Center team expects to schedule around additional work, school, or personal commitments you may have.

VI Working Conditions:

- Position requires lifting up to 15 lbs., frequent hiking up to 3 - 5 miles (sometimes on rough terrain), climbing stairs, kneeling, sitting, and bending.
- The workday often takes place outdoors along our trails with possible hazards.
- This position offers minimal remote/work from home opportunities.



VII Compensation:

- \$16.00/hour

VIII Application Procedure:

Email: careers@shakerlakes.org
Subject: Environmental Educator
Requirements: Resume
Recommended: Cover Letter

Posting Date: February 15, 2024

Application Deadline: Until filled

The Nature Center at Shaker Lakes (NCSL), a 501(c)(3) non-profit founded in 1966 and located in the Shaker Parklands on the eastern edge of Cleveland. The mission of NCSL is to conserve a natural area, connect people with nature, and inspire environmental stewardship. We are an Equal Opportunity Employer that strives to provide a safe, welcoming, and inclusive working environment and is committed to providing access, equal opportunity and reasonable accommodation for individuals with disabilities in employment, its services, programs, and activities. View our mission, vision, and diversity statement online at www.shakerlakes.org.