**ENVIRONMENTAL EDUCATOR for the River Center**

Open Date: Oct 1, 2019

Closing Date: Until Filled

Salary range: $15.31 to $23.73 per hour

Position Type: Part-Time/ Non-Exempt

**Summary Statement:**

The Environmental Educator will be responsible for leading education tours and activities at the center for visiting school, homeschool and camp groups. In addition, they will be responsible for leading programs after school both on and off-site as well as providing education programs for adults and families in the evenings. Regular workdays are Wednesday and Fridays, although the schedule may be changed due to program needs (such as events on Saturdays or other days due to high program staff needs). Additional daily responsibilities include but are not limited to, greeting guests, caring for aquatic life, assisting guests, and assisting with special events. Please note that this is a part-time position averaging 20 hours per week.

**Key Responsibilities:**

• Lead environmental education programs for all ages with a focus on elementary age students.

• Provide environmental education opportunities after school for elementary age students at the River Center.

• Provide off-site environmental education program opportunities after school.

• Lead evening environmental education programs for adults and families.

• Caring for aquatic life and fish feeding programs.

• Greeting guests

• Assisting guests with exhibits including touch tank.

• Assist staff with administrative office duties (including but not limited to): answering phones, booking individuals and groups for programs, posting on social media and web-based calendars.

* Other duties as assigned by supervisor

**Education and Experience:**

• Prior education experience preferred

• Prior experience working in an office setting preferred.

• Valid Florida Driver’s License

• Pass Drug Test and Level II Background check.

• Basic Computer skills

• Waterfront Lifeguard Certification

• Level 2 Kayak Instructor Certification

Additional Information:

(Link to job description)