

## **PreSchool Environmental Educator**

Fern Hollow Nature Center is looking for a part-time Environmental Educator for our preschool programs to start in January of 2022. This position includes the preparation, planning and delivery of all preschool programs along with other programming at the center when needed, including education programs with elementary students, family programs, summer camps, and after school clubs and programs. Educators also assist with the everyday maintenance and care of the facilities which includes organizing program supplies, cleaning building after programs, maintenance of the FHNC outdoor classroom and trails, and other related duties.

Hours: 15-20 hours per week. Hours vary, depending on programming needs. Occasional nights and weekends as needed.

Salary: \$15 per hour

Clearances: Must obtain Act 34, Act 151 and Act 114 clearances upon employment along with First Aid and CPR

### **Job Responsibilities**

- Plan, organize and coordinate teaching of all current and new preschool programs
- Plan, organize and coordinate teaching of other programs at the center, including family programs (minimum of four per year), after school clubs and programs, scout programs, and summer camps (must lead and plan at least four camps)
- Communicate with families enrolled in programs, including weekly emails regarding upcoming programs, sharing pertinent information with parents, obtaining permission forms, etc
- Other tasks assigned by Executive Director or Education Manager

### **Education and Experience:**

Minimum Bachelor's degree in Environmental Science, Education or a related field. Certification in early childhood or elementary education is helpful but not required.

### **Job Knowledge, Skills and Abilities:**

- Experience working with children
- Excellent written and oral communication skills and ability to think creatively are essential
- Detail-oriented; organized and possess strong interpersonal skills
- Ability to prioritize, anticipate upcoming issues, initiate processes, all while managing ongoing tasks
- Ability to organize projects requiring both big-picture, strategic thinking as well as detail-oriented operational tasks
- Knowledge of STEAM preferred
- Ability to multi-task and basic computer knowledge
- Able to lift 50lbs
- A valid driver's license and reliable transportation (some programming is off-site)

To apply for this position please email resume, cover letter and contact information for two professional references to the attention of Sam Capezzuto, Executive Director: [sam@fhnc.org](mailto:sam@fhnc.org)