**POSITION: (Full-Time) Environmental Science Educator- Youth and Family Programs Coordinator**

Department: Education Reports to: Education Manager

Time: Full-time (40 hr/wk), year-round, permanent FLSA status: Non-exempt

**Accepting Applications until position is filled Start Date: As Soon As Possible**

**Live and Work in beautiful Eagle River, WI!** Trees For Tomorrow (TFT) is an accredited residential environmental education center in Eagle River WI that has been promoting conservation education since 1944. Today, TFT works with thousands of teachers, students, and other members of the public to promote sustainable natural resource management through transformative educational experiences. This is your chance to share your love for the outdoors with others, all while living and working in one of the most beautiful places in the Midwest!

**Environmental Science Educator Responsibilities** All TFT environmental educators are expected to:

* Prepare and teach all academic courses and special programs in the TFT curriculum including topics such as forestry, wildlife, biology, geology, and water quality to a primary target audience of K-12 school groups.
* Present courses and special programs in a knowledgeable, stimulating, engaging, and objective manner resulting in participation and effective learning experience.
* Guide participants of all ages and backgrounds in safe outdoor inquiry-based learning and activities.
* Collaborate with education team to develop and regularly update inquiry-based Next Generation Science Standards curriculum.
* Assess student learning based on best practices for student assessment.
* Operate all equipment related to course and program presentation including vehicles with trailers and school buses (after obtaining CDL).
* Always ensure participant safety.
* Interact with live program animals, and animal artifacts such as skulls, pelts, and other taxidermy.
* Perform other duties as assigned, including opportunities to create and coordinate programs you are passionate about!

**Youth and Family Summer Programs Coordinator Responsibilities**

About TFT’s summer day camp programs: Every summer, TFT hosts a 9 week series of youth day camps: SEEK (Science, Earth, Exploration for Kids) (9-12 year olds), Jr. SEEK (6-7 year olds), and KinderWild Camp (3-5 year olds). As the Youth and Family Summer Programs Coordinator, you will:

* Coordinate all public youth and family programs including SEEK, Jr. SEEK, Kinderwild Camp, family programs, and off-site resort, library, and daycare programs.
* Create engaging and age-appropriate curriculum for public youth and family programs.
* Maintain youth and family programs materials and equipment.
* Lead the delivery of youth and family programs with assistance from other educators and summer interns.
* Work with Creative and Marketing Director to advertise programs
* Work with TFT’s administrative team to research and develop a plan for expanding our early childhood (3-5 year old) programs into a year-round format.

**Qualifications:**

* Bachelor’s degree in environmental sciences, biology, education, or related field preferred, though relevant experience may be considered in lieu of education.
* At least 3 years’ experience in the field(s) of outdoor/environmental education, general education, or natural sciences.
* 1-3 years’ experience working with youth aged 3-12
* Familiarity with Next Generation Science Standards (NGSS) preferred but not required.
* Ability to facilitate inquiry-based lessons in an outdoor setting.
* Ability to teach various natural resource and environmental science topics to a variety of audiences with a focus on K-12 students.
* Positive, professional attitude.
* High sense of professionalism and team-oriented mentality
* Good organizational skills and self-motivated
* Possession of a valid driver’s license and able to earn a CDL within 6 months of employment.
* Possession of valid Responding to Emergencies or Medical Emergency Responder certification or willingness to obtain within 8-12 weeks of employment.
* Ability to work efficiently with Microsoft Office programs
* Ability to manage a group of students and chaperones (30+) in field.
* Willingness to interact with live program animals (snakes, turtle, hawk) and taxidermy
* Ability to walk 5 miles per day with a 10lb pack over rough terrain, and lift 25 lbs. overhead
* Ability to drive a 15-passenger van with a canoe trailer.
* Willingness to regularly work nights and weekends.

**Benefits:**

* Competitive salary (compared to like organizations)
* Paid vacation, sick, and personal time
* Ability to contribute to a 403(b) retirement account
* 3% retirement matching program
* Health, life, and vision insurance
* Low rent, shared (private bedroom) on-site housing available for up to one year
* All meals provided when working with a group
* Flexible schedule
* Paid professional development including travel to regional conferences
* Have the beautiful Northwoods of Wisconsin be your office and your home!

**To Apply: email cover letter, resume, and 3 references to Jenny Sadak** **jenny@treesfortomorrow.com**