



Environmental Educator Seasonal Position

About the Nature and Wildlife Discovery Center

The Nature and Wildlife Discovery Center (NWDC) is a 501(c)(3) non-profit organization that promotes environmental stewardship and community health through nature education, wildlife rehabilitation, and outdoor recreation. NWDC has campuses in Beulah and Pueblo, Colorado.

Position Overview

The Environmental Education Specialist is a seasonal part-time non-exempt position (up to 29 hours/week) that reports to the Program Director. This position is primarily responsible for work with our school-age programs but will staff occasional programs for the general public as well. This position will co-facilitate NWDC's outdoor-based, nature education programs for elementary- middle school age students and have the option to facilitate various events, and other programs as needed.

Dates and Times

- This seasonal role spans from April to the end of May 2025.
- The position includes up to four days per week of Earth Studies or other youth/community programming.

Core Competencies

The following competencies are expected from all staff members at NWDC:

- Communication: effective and timely communication, both orally and written
- Teamwork: works well with others, and contributes to a positive team environment
- Service: provides exceptional service to customers, partners, volunteers, and donors
- Leadership: demonstrates leadership and decision-making abilities in the organization
- Initiative: assesses and initiates things independently and to help improve the organization
- Accountability: reliable and inspires trust in others

Responsibilities

Planning

- Attend in-person and virtual staff trainings as required (CPR and First Aid) or higher
- Coordinate program needs ahead of time with Program Manager and/or Program Director
- Ongoing development of personal competencies in environmental education and site-based ecological topics

Operations

School Year Seasonal (April-May):

- Lead interpretive nature hikes at NWDC Mountain Park and River Campuses.
- Demonstrate knowledge of local flora, fauna, ecosystems, weather, climate, cultural and historical heritage, etc. Identify and interpret wildlife and vegetation issues.
- Provide direct delivery of education programs on- and off-property
- Explain and promote the rules and regulations of the recreation facility intended for the safety and welfare of guests and members.
- Point out scientific, historic, and natural features of parks, forests, historic sites or other area attractions.
- Answer student, public, and teaching staff questions as needed.

Organization Support

- Participate as an engaged team member of NWDC to include staff meetings and ongoing intercommunication with staff.
- Upkeep, care, and maintenance of equipment and facilities used for programming
- Occasionally staff organization-wide events and fundraisers as planned
- Perform other duties as assigned by supervisor
- Check-in with NWDC Program Director as needed.

Attendance at occasional evening events, with some travel, may be required (notified in advance).

Qualifications

Required Skills, Qualities and Abilities

- At least 21 years old
- High school diploma or equivalent (bachelor's degree preferred)
- Attention to detail when reading procedures, lesson plans, and paperwork
- Confident and capable when asked to work independently
- Strong ability to communicate with different groups (e.g., children, co-workers, parents)
- Patient, responsible, respectful of nature, and a good role model at all times
- Able to engage children with enthusiasm and ensure their safety
- Flexible, adaptable, and able to remain calm when unexpected situations arise
- Must pass a pre-employment background check.

Desired Skills and Qualifications

- Pursuing a Bachelor's degree (especially studying education, environment, or any science)
- Work or volunteer experience caring for children, especially multiple children at once (e.g., camp counselor, student teacher, coach, tutor, nanny, babysitter)
- Experience working or volunteering outdoors
- Experience in a similar position or capacity leading outdoor education with children
- Outdoor industry certifications and/or training (Leave No Trace, Wilderness First Aid/Responder, Certified Environmental Educator, etc)

Physical Requirements

- Bending, squatting, kneeling, and twisting at the waist
- Moving heavy objects weighing 25 to 40 lbs. and may weigh up to 50 lbs.
- Sitting, walking, running, climbing, or standing for extended periods of time
- Working in direct sunlight
- Includes some outdoor work that may include exposure to extreme weather conditions below 32 degrees and above 90 degrees
- Exposure to air contaminants, noise, vibration, and temperature extremes

NOTE: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job. There is potential for non-seasonal part-time employment should the position become available in the future.