



Irvine Nature Center

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Posted: August 20, 2009

Full-time Position Available: Teacher-Naturalist / Manager of School Program

Irvine Nature Center is looking for an experienced naturalist / program manager to join the Center's education staff. Candidates should have significant experience in designing and leading environmental education programs for students and teachers and should possess a strong knowledge of Maryland's plants, animals and ecosystems. Responsibilities include teaching, overseeing the evaluation and expansion of Irvine's school program, supervising staff and interns, and helping the Center implement its strategic plan. This position reports to the Director of Education.

Areas of Responsibility:

School Programs

- ❖ Design and lead school field trips and classroom outreach programs for students
- ❖ Lead courses and workshops for teachers
- ❖ Evaluate and revise curriculum and teaching materials to match State and local education standards
- ❖ Communicate with private and public school systems

Public Programs

- ❖ Design and lead Summer Nature Camp sessions for all ages
- ❖ Lead programs scout groups, senior centers, libraries and other community organizations
- ❖ Plan and lead programs, courses and workshops for adults, families and children

Volunteers & Interns

- ❖ Assist with volunteer recruitment, training & supervision
- ❖ Hire, train and supervise student interns and volunteer naturalists

Other

- ❖ Assist with implementation of education strategic plan and new program development
- ❖ Oversee the maintenance of the Center's exhibits and live animals
- ❖ Contribute to Irvine's quarterly newsletter and other publications
- ❖ Assist with special events
- ❖ Help maintain Nature Center's trails and gardens
- ❖ Respond to public requests for information

To qualify, applicant must have:

- ❖ Bachelor's degree in natural science or education, advanced degree preferred
- ❖ Minimum of five years environmental education program experience
- ❖ Well-versed in local, state and national school education standards
- ❖ Strong knowledge of local natural history
- ❖ Excellent oral and written communication skills
- ❖ Leadership and supervisory experience, plus organizational and time management skills

Salary: Commensurate with experience

To Apply: Mail, email or fax a cover letter and resume to Irvine Nature Center, Attn: Courtney Sagal