

## POSITION DESCRIPTION



<b>Title:</b>	Environmental Educator (NE)
<b>FLSA Status:</b>	Full-Time/Term Limited/Nonexempt Position
<b>Reports to:</b>	Nebraska Wildlife Education Coordinator
<b>Location:</b>	Scottsbluff, Nebraska
<b>Salary:</b>	\$13-14 per hour, dependent on experience
<b>Benefits:</b>	Eligible – paid time off, 403b w/match, medical, dental & vision insurance
<b>Duration:</b>	January 5, 2022 – May 27, 2023

### **About the Organization:**

Bird Conservancy of the Rockies conserves birds and their habitats through an integrated approach of science, education and stewardship. Our work extends from the Rockies to the Great Plains, Mexico and beyond. Our mission is advanced through sound science, achieved through empowering people, realized through stewardship and sustained through cross-border collaborations. We acknowledge that a long history of deep-seated discrimination has influenced who has access to and feels comfortable in the outdoors and in the conservation movement. We recognize that this is reflected in the current limited diversity within our organization. Though long overdue, we are now committed to be an organization that empowers people of all backgrounds, beliefs, colors and creeds to join in, benefit from and contribute to our mission. We believe that being inclusive and equitable is essential to our work. We encourage feedback and suggestions as we navigate our collaborative path forward. Together, we are improving native bird populations, the land, and the lives of people.

Learn more about our work and programs at our website: [www.birdconservancy.org](http://www.birdconservancy.org)

### **Position Overview:**

Bird Conservancy of the Rockies, in partnership with Nebraska Game & Parks Commission (NGPC), has outlined conservation and educational activities that will inform and educate students, teachers, landowners, and resource professionals about the shortgrass prairie and ponderosa pine ecosystems of western Nebraska. We work with a diversity of partners including organizations at the state, federal, and nonprofit level and private landowners. Bird Conservancy of the Rockies is looking for a motivated, dynamic education assistant who will effectively bring wildlife conservation topics to a variety of audiences.

### **Essential Job Duties and Responsibilities:**

- Assisting with implementation of educational programs, including classroom presentations, field trips, outreach events, after school programs, community science events, partner events and virtual programs
- Assisting with development/expansion of educational programs and materials
- Assisting with organizing registrations, program and inventory data
- Assisting with general educational project day-to-day operations
- Assisting with development of reports for various projects and grants
- Dissemination of Bird Conservancy/NGPC's conservation messages

### **Desired Qualifications:**

- Bachelor's degree in environmental studies, natural resources, life sciences, environmental interpretation or education or equivalent work experience
- Experience facilitating informal environmental education programs
- Background in shortgrass prairie, wildlife ecology and/or birds preferred

- Excellent written and verbal communication skills including the ability to communicate through multiple media formats (print, TV, radio, Internet, public events, social media, etc.)
- Experience and demonstrated proficiency using Microsoft Office, Adobe products, and Google Suite
- Responsible, creative, relatable, enthusiastic, flexible, self-motivated, and resourceful team player
- The ability to multi-task, prioritize, and display excellent time management skills
- A valid U.S. driver's license and personal transportation. Must be willing to travel to program sites in western Nebraska. NGPC vehicle available but some use of personal vehicle may be required
- Ability to lead hikes on various terrain in outdoor settings
- Ability to communicate (speak, read, write) in Spanish preferred
- Able to clear state and federal background checks and drug screens
- Current CPR and First Aid Certifications

**Equal Opportunity Employer:**

Bird Conservancy of the Rockies is committed to creating a diverse environment and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status.

**COVID-19 Policy:**

Bird Conservancy is committed to protecting and enhancing the welfare of its employees during the COVID-19 pandemic. As a condition of employment, all newly hired employees must provide to Bird Conservancy's human resources representative either proof of full vaccination at employment start date or agree in written form to weekly testing until further notice. Any proof of vaccination or weekly test results submitted to Bird Conservancy will remain confidential.

**To Apply:**

Please send cover letter, resume, and three professional references in one document to [applicants@birdconservancy.org](mailto:applicants@birdconservancy.org) with a subject line of "Environmental Educator – Nebraska."

Applications accepted until **October 29th, 2021**. Applications will be reviewed on a rolling basis.

**NOTE: This job description is not intended to be an exhaustive list of all duties, responsibilities, or qualifications associated with the job. The employee will be required to follow any other instructions and to perform any other duties requested by their supervisor. Nothing in this job description shall create or is intended to create, or shall be construed to constitute a contract of employment, express or implied. Employees are held accountable for all duties of this job.**