

## POSITION DESCRIPTION



<b>Title:</b>	Bilingual (English/Spanish) Environmental Educator
<b>Position Class:</b>	Environmental Educator
<b>FLSA Status:</b>	Full Time Employee / Non-Exempt / Hourly
<b>Salary Range:</b>	\$22.00-25.00/ hour
<b>Benefits:</b>	Comprehensive benefits package (paid time off, 403b retirement plan, health, dental and vision insurance)
<b>Office Location:</b>	Brighton, CO
<b>Reports to:</b>	Education Manager
<b>Direct Reports:</b>	None
<b>Purpose:</b>	Inspire people of all ages to find and grow their unique connection with birds and nature! Working with local schools, community partners, and a dynamic team you will create and facilitate engaging, culturally relevant environmental education programming for audiences of all ages. Specifically, this position will ensure the intentional inclusion of Hispanic and Latine communities.

### 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 monitor and identify population trends, research habitat needs, engage landowners and managers in wildlife and habitat stewardship, and inspire audiences of all ages to be better stewards of the land. 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)

### Essential Job Duties and Responsibilities:

- Facilitate interactive, inquiry-based environmental education programs to learners of all ages in multiple indoor and outdoor settings (in Spanish when needed)
- Assist with curriculum design, program promotion, pre-program communication, development of materials, and program evaluation. Translate materials, as needed
- Lead the development of culturally relevant and authentic relationships with Hispanic and Latine communities

### Other Duties:

- Assist with other education programs and committees as needed
- Other duties as assigned

### Knowledge, Skills and Experience required (unless otherwise noted):

- Bachelor's degree or equivalent experience in natural resources, life sciences, environmental interpretation, education, or another related field
- Fluent in English and Spanish (both spoken and written)
- Ability to foster meaningful, genuine connections with Hispanic and Latine communities

- Experience leading informal environmental education/interpretation programs with diverse audiences, especially children
- Excellent organizational, logistical, and time-management skills; able to handle multiple tasks and roles efficiently
- Effective communication and customer service skills
- Solid understanding of environmental education standards and philosophy
- Knowledge of (or willingness to learn) the natural history and identification of local bird species
- Ability to clear state and federal background checks and drug screens.
- A valid U.S. driver's license and reliable personal transportation
- Experience working with volunteers (preferred)
- Current CPR and First Aid Certification (preferred)

**Physical Demands / Work Environment:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to work in a standard office setting, with sitting, standing, and viewing of computer
- Ability to lead groups of program participants in an outdoor setting
- Mid-level stress
- May include lifting up to thirty (30) pounds of project equipment and supplies on an infrequent basis. Proper lifting techniques required

**Material and Equipment Directly Used:**

- Standard teaching equipment (e.g., binoculars, spotting scopes, bird mounts and biofacts)
- Standard office equipment (e.g., scanner, printer, and laptop)
- Standard software (e.g., Excel, Word, Google Suite, Active Network, Volgistics)

**Equal Opportunity Employer:**

Bird Conservancy of the Rockies aims to avoid partiality in hiring. As such, we ask that you please avoid the use of photos when submitting a resume and/or an application for employment. You will receive an email acknowledgment when you have successfully applied. Your completed application will be forwarded to the hiring manager. You will be notified if you are selected for further testing or interviews. **Post-offer background check required.**

As an organization we are most interested in finding the best candidate for the job from varied backgrounds and with attention to lived experience. Bird Conservancy of the Rockies will consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

Bird Conservancy of the Rockies is an Equal Opportunity Employer. Applicants are considered for positions for which they have applied without regard to gender identity, race, color, religion, creed, national origin, ancestry, age, marital status, disability, sexual orientation, genetic information, pregnancy or other characteristics protected by law. For the purpose of Bird Conservancy's policy, "sexual orientation" means a person's actual or perceived orientation toward heterosexuality, homosexuality, bisexuality. Bird Conservancy of the Rockies will make special communication arrangements for persons with disabilities. Please call (303) 659-4348 for assistance.

**To Apply:**

Please submit a one-page cover letter and resume in ONE document to [applicants@birdconservancy.org](mailto:applicants@birdconservancy.org) with "Bilingual Environmental Educator" in the subject line. Applications will be accepted and reviewed until April 23. Preference is given to applications submitted before April 16.

**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.**