



## **Watsonville Wetlands Watch**

### **Position Description**

**Title: Part-time Environmental Educator 1**

**APPLICATION DEADLINE: Friday, August 5th, 2016 at 5pm**

**Background:** the Watsonville Wetlands Watch (WWW) is a community supported non-profit organization whose mission is to protect, restore and foster an appreciation for the wetlands of the Pajaro Valley. Watsonville Wetlands Watch oversees the Patrick J. Fitz Wetlands Educational Resource Center (WERC) which is a joint endeavor of the Pajaro Valley Unified School District (PVUSD), the City of Watsonville and the Watsonville Wetlands Watch.

Our environmental education programs are inquiry-based and hands-on. They are based on outdoor experiential learning experiences utilizing the precious wetlands of Watsonville to instill a conservation ethic and promote environmental stewardship in the youth of the Pajaro Valley. We serve students grades 4-12 from schools in the Pajaro Valley. Our programs include Wetland Stewards--an after school program with a peer mentoring component, ROP Green Careers--a practical high school course in the field of green careers, Project Tierra—student and volunteer-based environmental monitoring, and summer school programming.

### **Position Overview:**

The Environmental Educator 1 (EE1) position coordinates and teaches classroom and outdoor wetland-based activities for youth of the Pajaro Valley, through our Wetland Stewards, Cycles of Restoration, and Project Tierra programs. The Environmental Educator I also co-supervises, trains, and provides enrichment activities for a group of high school interns throughout the school year.

The Wetland Stewards After School Program is a partnership with Pajaro Valley Unified School District (PVUSD) out of the Fitz Wetlands Educational Resource Center in Watsonville, CA. This program offers PVUSD elementary and middle schools regular 7 to 9-week sessions of hands-on, experiential wetland programming. There is a critical mentoring component which involves paid high school interns who the EE1 trains and supervises so that they may help lead the students through outdoor inquiry-

based activities. Interns develop leadership skills and serve as positive role models to younger students as they explore the wonders of the wetlands in their community.

The Cycles of Restoration Program explores the wetlands in fall and spring with visiting 5<sup>th</sup> grade classes from several schools in PVUSD. The field trips are during the school day and are usually three hours long. All of the activities and lessons delivered through WWW education programs are hands-on and inquiry-based and are aligned with CA State Standards as well as Next Generation Science Standards.

In addition to coordinating and providing instruction for these two programs, the EE1 maintains the WERC classroom, education materials and equipment, coordinates student participation in special events, provide support for other program field trips and assists visitors of the WERC during open hours.

The Environmental Education Specialist will report to the Director of Educational Programs. This position is 60% full-time equivalent. 75% of this time is dedicated to the Wetland Stewards Program, and 25% is dedicated to all other position duties.

## DUTIES AND RESPONSIBILITIES

### **Wetland Stewards After School Program**

- Recruits high school interns from Pajaro Valley High School in Spring
- Coordinates summer training for interns
- Coordinates with participating schools in fall
- Completes and submits all required paperwork through PVUSD
- Schedules transportation for field trips through PVUSD
- Leads 4<sup>th</sup> – 8<sup>th</sup> grade students through hands-on inquiry-based activities
- Improves and documents curriculum and activities as needed
- Supervises high school interns
- Ensures the preparation, set-up and break down of program activities
- Maintains program supplies and equipment
- Accompanies high school interns on field trips and community events
- Schedules special enrichment field trips and guest speakers for interns
- Maintains contact with program alumni and schedules yearly gathering
- Work with volunteer coordinator to recruit docent volunteers
- Train volunteers to help with field trips
- Attends job-related trainings
- Disseminates and records program evaluations
- Keeps records of student attendance
- Tuesday, Wednesday and Friday work week with some Saturdays.

**Cycles of Restoration Program** (Generally in fall and spring)

- Coordinates with PVUSD teachers to schedule classroom visits and presentations
- Coordinate with teachers to secure transportation for field trips
- Coordinates with Volunteer Coordinator to recruit and train docents for activities
- Offers Wetlands 101 classroom presentation to students
- Facilitates student field trips to the wetlands
- Ensures the preparation, set-up and break down of program activities
- Maintains program supplies and equipment
- Tracks student participation data
- Disseminates and records program evaluations
- Works with supervisor to train volunteers and contractors as needed

**KNOWLEDGE, SKILLS, and EXPERIENCE**

Watsonville Wetlands Watch provides a fun and supportive work environment and we are looking for a team player who is creative, passionate about the environment, and loves working with youth and volunteers.

**Required Qualifications:** Bachelor's degree in an environmentally-related field plus two-year's experience providing environmental education to K-8 youth, excellent organization and teaching skills, experience coordinating and providing environmental education to people of all ages, have experience working with volunteers, ability to take initiative and work independently, holds a valid class C California Driver's License and a safe driving record, ability to utilize technology (MS Office, PowerPoint, iPads, social media) and experience designing curriculum and activities.

**Preferred Qualifications:** The ideal candidate will be bilingual in English and Spanish, have experience coordinating and providing environmental education to people of all ages, have familiarity with the Watsonville community, and will have a background in wetland ecology.

**Compensation:** This is a part-time 24 hrs/wk position with benefits including prorated medical, vacation, and sick time. It is contingent upon availability of grant funding. The hourly rate range for this position is \$17-\$19/hour based on experience.

Please send resumes and cover letter to [hr@watsonvillewetlandswatch.org](mailto:hr@watsonvillewetlandswatch.org),  
Attn: Emily Howard, Director of Education Programs

Applications are due August 5, 2016 by 5pm. The position is open until filled.