

# INDIAN RIVER LAKES CONSERVANCY

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## Education Coordinator

The education coordinator of the Indian River Lakes Conservancy (IRLC) is a per diem position and is appointed by and reports to the executive director.

- ❖ The education coordinator will work primarily with and for the executive director and is primarily responsible for assisting with the development and delivery of a broad array of outdoor education programs for adults and young people for specific time periods throughout the school year and summer. Programs currently include the summer science series, family nature series, children's day camp, guided hikes, and guided paddles. These programs take place at the Indian River Lakes Conservancy preserves or other natural areas throughout our tri- county service area (Jefferson, St. Lawrence, and Lewis Counties).

### ➤ Education Coordinator Duties and Responsibilities

- Work under the supervision of the executive director and in cooperation with other staff in both office and outdoor settings.
- Independently or cooperatively develop and conduct environmental education programs on a wide variety of nature-based topics at IRLC preserves or other natural areas for both adults and young people.
- Interface with local school science teachers and coordinate IRLC facilitated and non-facilitated school education programs geared to support state curriculum requirements.
- Facilitate and provide educational programs to children groups and school field trips as required.
- Develop and implement educational programs addressing the environmental concerns of the local community.
- Assist with education related administrative tasks to include educational grant applications, implementation, and closeout reports.

### ➤ Qualifications

- Active interest in the outdoors and enthusiasm for sharing knowledge with others.
- Basic knowledge of local ecology, natural history, landscapes and features.
- Experience working with adults and children in group settings.
- Ability to engage adults and children on a variety of topics in an outdoors setting.
- Ability to communicate effectively with children and adults of all ages.
- Ability to execute planned environmental education programs as well as be innovative and spontaneous to achieve program objectives.
- Pleasant and enthusiastic personality.
- Ability to work in a team setting and as an individual.
- Ability to physically work outdoors in a variety of terrain and weather conditions.
- Satisfactory background check.

- ❖ The IRLC's education programs are focused on enhancing and expanding the scope and reach of public education activities that enhance the community's understanding of the biologically diverse Indian River watershed while engaging children groups, families, and adults in fun learning events. The IRLC's education programs encourage people to enjoy the recreational benefits of IRLC preserved land as well as promote conservation appreciation and values in the next generation of conservation leaders. The education program will build upon successful relationships with local educators through opportunities on IRLC trails and the use of the trailside learning center for STEM program field trips.