

Glen Helen Outdoor Education Center

Lead Naturalist

Position Reports To: Outdoor Education Center Director

Location: Yellow Springs, Ohio

FLSA Status: non-exempt

Schedule: Temporary, Part-time

Hourly Rate: \$17-\$19/hour based on experience



ORGANIZATION AND POSITION SUMMARY

Glen Helen is an independent nonprofit nature preserve and environmental learning area located in Yellow Springs, Ohio. The mission of its Outdoor Education Center (OEC) is to provide transformative learning experiences that engage learners in the practices of sciences; promote self-discovery and growth; cultivate community; and create a connection to our natural world. The OEC runs three distinct programs: a Naturalist Teacher Internship, Outdoor School (a residential, environmental science program during the school year), and Ecocamp (a summer camp program).

As part of the OEC Administrative team, Lead Naturalists (LNs) are responsible for the day to day management of onsite education programs as well as providing ongoing training and mentorship of the Naturalist Teacher Interns. With the Director, Assistant Director, Operations Manager, and Education Manager, the Lead Naturalists form a team that serves as the foundation for a fun, passionate, engaged learning community interested in making a difference in the lives of everyone we work with. They share the values of being inclusive, growing new skills, learning together, and communicating well in order to do the work of the OEC effectively. Glen Helen is an equal opportunity provider.

KEY RESPONSIBILITIES

- Lead seasonal Naturalist onboarding and practicum training sessions
- Conduct naturalist lesson observations and performance evaluations
- Team-teach with interns and serve as model guest-instructors as needed to facilitate naturalist learning
- Day-to-day oversight and management of on-site education and program operations
- Act as on-site liaison and support for visiting teachers, parents, and chaperones.
- Serve as the first line of replacement for the teaching responsibilities of absent interns
- Assist in the development of curriculum and program assessment measures
- Maintain educational resources for Outdoor School and develop new resources as needed
- Participate in staff functions, including regular weekly meetings and overseeing naturalists in minimal housekeeping and caretaking of OEC spaces
- Additional responsibilities as agreed upon

SCHEDULE

This position has a guaranteed duration of 7 months beginning in January 2025. Extended employment into the Fall will be negotiated based on OEC program needs. The Lead Naturalist generally works a Monday through Friday schedule of 20-30 hours per week with some evening work required.

QUALIFICATIONS

- 2-3 years of teaching and/or mentorship experience, specific skills/experience of interest could include familiarity with the BEETLES Project, inquiry-based learning, Art of Mentoring, curriculum design, wilderness skills, etc.
- Demonstrate a respect and affinity for children
- Demonstrate a passion for and connection to the natural environment
- Exemplify the use of science as a tool and process in day to day life
- Effective verbal and written communication skills and ability to liaise and communicate clearly, compassionately and diplomatically with a wide range of audiences
- Community/Team building experience & a willing to work closely as a team and act as a positive role model for interns and seasonal staff
- Commitment to equity and inclusion
- Ability to troubleshoot challenges with patience and creativity
- Experience evaluating and managing people
- Willing to be mentored and receive feedback

CERTIFICATES, LICENSES, REGISTRATIONS

- Bachelor's degree or equivalent combination of education and experience in similar position (Education or Biological Sciences preferred)
- Valid driver's license
- Proof of vaccination against COVID-19
- Must pass a FBI and Ohio BCI criminal background check and fingerprinting
- Applicants must be able to successfully complete First Aid, CPR, and AED training (to be provided on-site)

PHYSICAL DEMANDS

Lead Naturalists are required to regularly stand for long periods of time and walk up to 5 miles per day on uneven terrain, while carrying an up-to 25-lb backpack, in all weather conditions. Lead Naturalists must be able to verbally communicate and have visual abilities that allow them to deliver programs safely.

TO APPLY

Send cover letter, resume, and contact information for three references to Meigan Turner at oebusinessmanager@glenhelenassociation.org with the subject line "Lead Naturalist Application".

Mailed applications can be directed to;

Lead Naturalist Search
Glen Helen Association
1075 State Route 343
Yellow Springs, OH 45387