

**The Baltimore Ecosystem Study  
A Program of the Cary Institute of Ecosystem Studies**



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**FULL TIME POSITION AVAILABLE**

**TITLE:** Program Assistant - Urban Ecosystem Education

**PURPOSE:** To assist the BES Education Team in infusing BES research into the public sphere.

**THE BALTIMORE ECOSYSTEM STUDY:**

The Baltimore Ecosystem Study (BES) is part of the National Science Foundation's Long Term Ecological Research Network. BES conducts ecological research in the Baltimore area including studies on streams and watersheds, vegetation and animal diversity and human interactions with the environment. Current BES education programs include the Integrating Chemistry and Earth science (ICE) project bringing local phenomena and datasets into the high school chemistry curriculum and Comp Hydro that integrates computational thinking with hydrology for high school science classrooms. BES also offers an annual Baltimore Data Jam program, an art and science competition for middle and high school students in Baltimore City, Baltimore County and the surrounding five counties. We approach education from the stance that all students should have direct, authentic experiences with ecology and the environment as they work their way to becoming an environmentally literate citizen.

**LOCATION:** Position office located at University of Maryland, Baltimore County (UMBC). Travel required throughout the Baltimore Region.

**DURATION:** 28 hours per week (actual schedule flexible). Start date immediately. Appointment through June 2020, with continuation beyond then contingent on funding. **Must be available during school day hours (~7:30am-4pm, M-F).**

**SALARY:** Commensurate with experience. This is an exempt, benefited position.

**DUTIES:**

- 1) Support teachers in implementing BES education programs through telephone and electronic communication and one-on-one in-school support. Access to personal transportation required.
- 2) Support the annual Baltimore Data Jam program through classroom presentations, and assistance to teachers and students.
- 3) Assemble, format and revise data sets, lessons and other resources for posting on-line for teacher and student use. Assure that curriculum are aligned to City, State and national science standards.
- 4) Complete monthly e-newsletters for teachers.
- 5) Additional administrative duties as needed such as completing inventory of supplies, database updates, meeting attendance, etc.

Duties may change depending on the needs of the BES education program.

**BACKGROUND:** Bachelor's degree in ecology, environmental science, science education or related field required. Experience in science education and curriculum development preferred. Familiarity with Maryland State Education and Next Generation Science Standards. Excellent writing, communication and organizational skills. Excellent computer skills including experience with Microsoft Word, Excel, and Powerpoint and social media platforms such as Twitter and Facebook. Knowledge of Baltimore's regional ecology a plus.

**CLOSING DATE:** January 31, 2018 or when position is filled. **Applications will be reviewed immediately.**

**ORIGINATOR:** Bess Caplan

**TO APPLY:** Please complete an online application at <https://www.caryinstitute.org/who-we-are/jobs/current-jobs?bzid=6ca7f4a3a46f/apply> and include a single PDF file consisting of a cover letter which includes Job Code 19006-I, a resume, and the names, phone numbers, and e-mail addresses of three professional references.

For more information, please contact Bess Caplan at [caplanb@caryinstitute.org](mailto:caplanb@caryinstitute.org) or 410-455-1863.

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