



## **Jug Bay Wetlands Sanctuary Education Coordinator (Part-time)**

LOCATION: Jug Bay Wetlands Sanctuary, 1361 Wrighton Road, Lothian MD 20711

OPEN PERIOD: September 3 – October 4, 2021 OR Until Filled

BASE SALARY: \$21.25 / hr (non-negotiable)

POSITION INFORMATION: Permanent Part-Time (1500 hours)

WORK PERIOD: Year round

WORK SCHEDULE: 2-3 week days AND one weekend day

### Main Duties

- Designs, schedules, and teaches Sanctuary's Classroom in the Field educational programs on forests, vernal pools, creeks, wetlands, and overall natural history for school age children, educators, resource management professionals and special audiences.
- Expands outdoor education programming to other county parks as possible and available.
- Recruits, trains, supervises, and evaluates Volunteer Naturalists who help lead Sanctuary education programs.
- Leads development and delivery of four to six weeks of summer camp programs ranging from preschool to high school aged children.
- Leads all administrative and outreach tasks pertaining to delivering the Classrooms in the Field & summer camp programming including monthly and quarterly reports.
- Develops curriculum for new educational programs as needed.
- Convenes the JBWS Educational Advisory Committee twice annually (or as needed) for advice, guidance, and feedback on Sanctuary educational efforts.
- Assist with Sanctuary public programs and special events.
- Other duties as needed.

### Required Knowledge, Skills, and Abilities

- Considerable knowledge of principles of biology and ecology and other life sciences for conducting naturalist activities.
- Skill in developing and teaching outdoor educational programs for various age groups.
- Ability to plan, organize, develop, and lead naturalist programs.
- Strong communication and writing skills.
- Excellent time management skills and ability to multitask and prioritise work.
- Ability to motivate and train volunteers.
- Experience teaching in an outdoor setting.
- Experience in the management of website content and other social media outlets is a plus.
- Experience with delivering summer camp programs strongly preferred.



- Knowledge of Maryland flora and fauna preferred.
- Willing to work under strenuous weather conditions (heat).
- Canoe and kayak experience is a plus.
- A demonstrated passion and commitment for the natural world is a must!

#### Qualifications

- B.S./B.A. in Environmental education, Environmental Science, Recreation, or four years of experience in a related field.
- High proficiency in Microsoft office suite, Google suite products, and other computer skills.
- Two years of experience working with children of all ages.
- Must pass both drug and background screenings.
- Must have a valid state driver's license.

**NOTE:** The selection process includes a background verification to include a criminal history check. Possession of a valid Class C driver's license issued by the state is required. This is a safety sensitive position and employees in this position are subject to random Controlled Dangerous Substance (CDS) testing.

#### **About the Sanctuary**

The Jug Bay Wetlands Sanctuary is a 1,700-acre Regional Park in southern Anne Arundel County, Maryland. The Sanctuary is operated by the county's Department of Recreation and Parks and is part of the Chesapeake Bay National Estuarine Research Reserve in Maryland. Thousands of visitors, school children, university students, and volunteers, along with many government resource agencies and conservation organizations, visit the Sanctuary every year to learn about and study the natural world and to participate in citizen science projects. Our mission is to increase awareness, understanding, and appreciation of estuarine and other natural ecosystems and their conservation through outdoor education, research, stewardship, and volunteering. To learn more about the Sanctuary, please visit our web site at [www.jugbay.org](http://www.jugbay.org).

#### **APPLICATION**

Please send a cover letter and resume along with the names and contact information for three professional references to: Patricia Delgado (Park Superintendent) at: [rpdelg88@aacounty.org](mailto:rpdelg88@aacounty.org)