

Naturalist Position Description (FT Seasonal)

The Aldo Leopold Nature Center is a day use nature center that seeks qualified applicants for several naturalist positions to teach spring school-year field trip programs and summer camp programs from mid-April through the end of August.

Spring Time Commitment:

Spring (April 16-June 4) programs run primarily from 8:00am-3:00pm Monday-Friday, with occasional late afternoon, evening and/or weekend programs. Each naturalist will work approximately 32 hours/week from April 16-June 4 that will include weekdays as well as occasional evenings and weekends. This is a full-time position and exact hours will be based around the program schedule. When no programs are happening, naturalists will work on planning/prep/projects.

Summer Time Commitment:

Summer programs (June 4-August 31) primarily run from 8:00am-4:30pm, with occasional late afternoon, evening, overnight trips, and/or weekend programs. Each naturalist will work approximately 40 hours/week from June 4-August 31 that will include weekdays as well as occasional evenings, weekend and overnight trips (training provided). This is a full-time position and exact hours will be based around the program schedule and when no programs are happening, naturalists will work on planning/prep/projects. Summer camp programs run from 9am-12pm and 1-4pm Monday-Friday. In addition to summer camps, there will be other user groups (daycares, organized youth, summer school, birthday parties, etc).

Extension for employment for fall & winter may be an option with less consistent hours. Fall & Winter employment would be paid on a per program basis and based on the program schedule.

Responsibilities:

The primary responsibility of this position is the planning and delivery of inquiry-based, experiential nature studies programs for school field trip groups, summer camps, and other youth groups. Additionally, naturalists work with the Nature Center's other education professionals to plan and conduct programming for preschool and scout groups, home school students, weekend and evening programs for the general public, birthday programs, overnights and special events. Examples and types of school year program and summer camp program offerings can be viewed on our website www.aldoleopoldnaturecenter.org.

Qualifications:

- BA or BS in environmental education, education, natural science or related field (or equivalent experience).
- Experience working with school age (and/or preschool age) children in formal and/or non-formal education settings.
- Respect, concern and excitement for the natural environment and a demonstrated ability to share that excitement with others.
- Knowledge of regional flora and fauna
- Spanish language skills preferred, but not required
- Standard First Aid and Adult/Child CPR preferred (ALNC will provide this mandatory training in June if not currently certified)

Position Requirements:

- Ability to commit to available time periods for the duration of the spring/summer as indicated above



330 Femrite Drive, Monona, WI 53716 (608) 221-0404 education@naturenet.com www.aldoleopoldnaturecenter.org

- While the majority of programs occur at the Monona site, candidates must be willing to travel and teach at occasional off-site locations.
- Must be available Monday-Friday, approximately 8am-4:30pm, as well as occasional evenings (spring and summer), weekends (spring and summer) and overnights (weekdays only, summer only).
- Computer proficiency (ALNC uses Microsoft Office, projectors, iPads, Google Drive and email).

Personal Qualities:

The successful candidate must be able to manage their schedule and work well in a team environment with other staff. Flexibility, initiative, the ability to problem solve, and a sense of humor a must.

Compensation:

Pay is determined at the time of hire and is dependent upon background and experience. Starting pay is \$12/hour.

To Apply:

Send cover letter, resume and list of 3 references to:

Virginia Wigger
Nature Center Director
Aldo Leopold Nature Center
330 Femrite Drive
Monona, WI 53716

Email applications are encouraged at education@naturenet.com

Application materials are accepted until March 2, 2018. The anticipated start date for the position is April 16.