



ENVIRONMENTAL EDUCATION INSTRUCTOR

The Pocono Environmental Education Center (PEEC) is located within the National Park Service's Delaware Water Gap National Recreation Area. The center's outdoor classroom consists of a 38-acre campus with easy access to over 250,000 acres of public lands.

BROAD FUNCTIONS:

Environmental Education Instructors at PEEC perform three major duties: program delivery, program development, and customer service. Sample responsibilities include:

- Provide quality environmental education programs for PEEC's formal and informal education guests, including but not limited to schools, summer camps, scout, and public programs.
- Participate in facility and instructional materials up-keep and receptionist duties
- Responds to questions or requests for information from program participants and visitors about PEEC policies/procedures, programs, points of interest in the park, or other information
- Any additional responsibilities that further the mission of PEEC and its operations.

EMPLOYMENT WINDOW

Full-time, seasonal employment begins February 26 2024, and stretches to September/October. Limited full-time summer positions may be available starting June 17 2024 and ending in August.

Open partner for internship credit with higher education organizations.

PERFORMANCE MEASUREMENTS:

- Receive consistent 'excellent' evaluations from program participants
- Willing acceptance of tasks deemed necessary for the program and PEEC as a whole organization and completion promptly

ACCOUNTABILITY:

Reports to Director of Education and Director of Operation

POSITION REQUIREMENTS:

- Prepare and present engaging, hands-on lessons tailored to a wide range of youth and the general public while being mindful of the backgrounds and needs of each school group, incorporating teacher requests within our educational framework, program logistics, and student interests
- Plan and lead up to 7 weeks of summer day camp, including the facilitation and guidance of daily child care, educational and recreational activities, such as games and crafts related to nature.
- Plan and guide public programming, including occasional evening programs, special events, overnights, and other specialized programs.
- Enthusiasm and commitment for environmental education and the mission, goals and values of PEEC
- Ability to implement and model excellent risk management practices and maintain a safe environment for our students and staff
- Desire to work in a highly collaborative team-based environment
- CPR and First Aid required within two months of employment (certification opportunity provided by PEEC)
- Ability to move up to 50lbs and set-up equipment (i.e. tables, chairs, A/V equipment)
- Ability to hike a minimum of 5 miles on trails, traverse stairs and uneven terrain as well as the ability to work outside in a variety of weather conditions and temperatures
- Ability to make independent decisions and respond to immediate needs of guests, emergency situations, and program needs

- Ability to work well with limited supervision, demonstrate flexibility and shows initiative to undertake additional work responsibilities without additional instruction.
- Full understanding that the nature of working at a residential, not-for-profit requires a dynamic, buoyant personality with high aptitude for customer service and showmanship.
- Actively participate in staff community by attending meetings and trainings as scheduled

QUALIFICATIONS:

- Recommended college graduate or enrolled student of Environmental Science, Biology, Ecology, Education, or related discipline. Alternative work experience also considered.
- Experience teaching and/or working with groups, camps
- Willingness to work with people of all ages in a residential setting
- Competency in one or more outdoor/science specialty
- Certification in Wilderness First Aid, CPR, AED, Life Guarding desirable
- COVID-19 vaccination encouraged but not required. PEEC has a COVID-19 Action Plan in place that is subject to change, including mask mandates.
- All hires must submit to Criminal Background checks, including fingerprinting and child abuse clearances.

COMPENSATION:

Starting Salary of \$400 a week, plus room and board.

Part-time: \$15 per hour (housing/gas stipend not provided).

TO APPLY:

Email cover letter, resume & three references to:
Sara Neral, Director of Education
sneral@peec.org

Or mail to: PEEC, Attention Sara Neral
538 Emery Road, Dingmans Ferry, PA 18328
website: www.peec.org.