



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, scouts, and public programs on both weekdays and weekends.
- 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.

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 Summer Camp Manager

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.
- Work with and contribute to PEEC's Summer Day Camp program, including the facilitation and guidance of daily childcare, educational, and recreational activities, such as games, crafts, and experiments related to nature.
- Plan and guide public programming, including occasional evening programs, special events, overnights, and other specialized programs.
- Exhibit enthusiasm and commitment for environmental education and the mission, goals and values of PEEC.
- Implement and model excellent risk management practices and maintain a safe environment for our students and staff.
- Possess a desire to work in a highly collaborative team-based environment.
- Obtain CPR and First Aid required within two months of employment (certification opportunity provided by PEEC).
- Optional: Obtain Red Cross Lifeguard/ Waterfront training (certification opportunity provided by PEEC).
- Have the ability to move up to 50lbs and set-up equipment (i.e. tables, chairs, A/V equipment).
- Possess the physical capabilities necessary 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.
- Make independent decisions and respond to immediate needs of guests, emergency situations, and program needs.
- Work well with limited supervision, demonstrate flexibility and shows initiative to undertake additional work responsibilities without additional instruction.

- Understand 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, Lifeguarding desirable
- All hires must submit to Criminal Background checks, including fingerprinting and child abuse clearances.

COMPENSATION:

Starting Salary of \$880 biweekly, plus room and board.

TO APPLY:

Email a resume & three references to our education management team at peec@peec.org with the subject line “Application - Environmental Education Instructor.”

Above listed application materials can also be submitted via physical mail to:

Pocono Environmental Education Center
ATTN: Education Hiring
538 Emery Road
Dingmans Ferry, PA 18328