**POSITION ANNOUNCEMENT**

**NATURALIST/GUIDED DISCOVERIES INSTRUCTOR**

**Position:** Naturalist/Guided Discoveries Instructor

**Employment Classification:** Full-time, Year-round, Non-exempt

**Immediate Supervisor:** Education Director

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**About Squam Lakes Natural Science Center**

The mission of Squam Lakes Natural Science Center is to advance understanding of ecology by exploring New Hampshire’s natural world. Through spectacular live animal exhibits, natural science education programs, guided Squam Lake Cruises, public gardens, and a nature-based Montessori early learning center, the Science Center has educated audiences of all ages since 1966 about the importance of our natural world. The live animal exhibit trail is open daily from May 1 through November 1 with cruises offered daily from mid-May through mid-October. Additional programs run throughout the year. The Science Center is accredited by the Association of Zoos and Aquariums (AZA) and is the only AZA-accredited institution in northern New England. Squam Lakes Natural Science Center is located on Route 113 in Holderness, New Hampshire. For further information, visit www.nhnature.org or call 603-968-7194.

**Position Purpose and Summary**

Squam Lakes Natural Science Center is seeking an energetic and passionate candidate to serve as a member of our education team. This position serves as a naturalist from September to mid-June, and Guided Discoveries summer day camp instructor from mid-June through August. Naturalists are responsible for teaching school programs and public programs such as Up Close to Animals, outreach programs, afterschool programs, homeschool programs, boat cruises, and natural adventures for families. Education Staff members also assist with exhibit design, develop education programs, serve on staff committees, complete independent projects to support education programs/mission, and organize/contribute to special events. Science Center Guided Discoveries day camps encourage discovery, learning, and outdoor play in and about the natural world for kids ages 4 through 12. Our camps are active and emphasize time spent outdoors—even when it is raining, hot, or chilly. The Guided Discoveries Instructor is responsible for overseeing the day-to-day operations of the summer camp, supervising and coaching the Guided Discoveries Intern, planning educational activities, leading day camps, communicating with parents, handling and presenting live animal ambassadors, and performing other tasks that support the safety and success of the program.

**Key Responsibilities**

- **Teach** school programs, including programs at the Science Center and offsite at schools, and assist in the development of new programs.
- **Develop and teach** public programs such as Up Close to Animals, outreach programs, afterschool programs, homeschool programs, boat cruises, and natural adventures for families.
- **Teach naturalist sessions** with Blue Heron School students as scheduled.
- **Handle and present** live animal ambassadors for educational purposes while ensuring the safety of animals, participants, and yourself.
- **Close the Gephart Exhibit Trail** one to two days per week during trail season.
- **Assist in the design, construction, production, maintenance, and refurbishing** of educational materials/props.
- **Assist with** educational exhibit development.
- **Serve on** relevant staff committees.
- **Contribute to and participate in** SLNSC special events.
• Plan and lead innovative, engaging, and age-appropriate activities for eight weeks of nature and science-themed camps targeted for youth ages 4 through 12.
• Update/develop weekly lesson plans for Guided Discoveries.
• Provide high quality customer service to Guided Discoveries campers and parents.
• Coordinate daily camp activities and animal encounters.
• Purchase camp supplies and track camp supply budget.
• Complete necessary camp record keeping including tracking of daily camper arrival and departure.
• Effectively communicate and coordinate with all members of the Science Center team to ensure overall success of programming.
• Provide direction to Guided Discoveries Intern; work with intern to plan and lead activities, and provide feedback on performance.
• Ensure safety of site, activities, and program participants; report any accidents, injuries, and safety concerns to Education Director.
• Work in all weather conditions.
• Maintain cleanliness and safety of all program and office spaces.
• Other duties as assigned.

Required Qualifications

• Bachelor’s Degree with a major in the natural sciences, environmental education, natural resources interpretation, or a related field.
• Two to three years of experience teaching in a non-formal environmental education setting.
• Previous experience working with youth in an outdoor setting, with demonstrated success working with a 4-6 year old age group.
• Enthusiasm, motivation, a willingness to learn, and a desire to work with people and animals.
• Current certification in Adult and Child CPR/First Aid with AED (recertification provided for all employees biannually).
• Able to receive a clean criminal background check prior to hire (as required by NH state law when working with youth).
• Licensed NH commercial boat operator or the willingness to obtain a NH commercial boating license.
• Possess or obtain a valid NH Driver’s License.
• Ability to work outside in all weather conditions, locomote long distances on uneven terrain, and lift at least 50 pounds.
• Ability to work in an environment that includes exposure to zoonotic diseases and environmental allergens including but not limited to dust, mold, pollen, live birds, live mammals, live reptiles, live insects, and other animals.
• A strong and active interest in learning and personal growth, including self-assessment and feedback from colleagues.
• Ability to communicate effectively with diverse audiences.

Desired Qualifications

• Knowledge of New Hampshire’s natural history.
• Animal handling experience.
• Demonstrated public speaking skills and ability to communicate with enthusiasm.
• Ability to play a musical instrument(s) and willingness to play with/in front of kids. Willingness to sing songs with students and campers.
• Computer literacy on a Microsoft-based platform.
• Positive and enthusiastic attitude.
• Good organizational skills.
● Ability to work well independently and as part of a team.
● Certified Interpretive Guide through the National Association for Interpretation.

Compensation
The Naturalist/Guided Discoveries Instructor is a full-time, year-round, non-exempt (hourly) employee with a starting salary range of $15.15-16.00/hour depending on experience. The position requires 40 hours/week, including evenings and weekends. Competitive benefits package includes paid time off, health insurance, and 403(b) plan with employer contribution.

How to Apply
Submit cover letter, resume, and at least three professional references electronically to Education Director Audrey Eisenhauer. Please submit one PDF file and include your last name in the file name. Use Naturalist/Guided Discoveries Instructor as the email subject line. Applicant review will begin immediately. Anticipated start date is during March 2020.

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