



**Baltimore Woods  
Nature Center**  
*Nature in your hands*

## **Job Description: Environmental Educator – Part Time**

*Baltimore Woods Nature Center fosters enduring stewardship of our natural world by offering immersive programs and a place in Central New York for everyone to cultivate appreciation and personal connections to nature through environmental education, recreation, play, and research. We put nature in your hands.*

Baltimore Woods Nature Center is a non-profit organization located in Marcellus, NY that has been dedicated to the mission of connecting individuals and communities with nature for over 50 years. Located on 182 acres of land, the Baltimore Woods preserve is home to the John A. Weeks Interpretive Center and includes six miles of trails that lead visitors through various stages of successional forest including a pond, valleys, wetlands, and streams. Each year, over 20,000 individuals visit Baltimore Woods Nature Center to hike our trails, attend a public program or event, or participate in a field trip or work project. **We are currently seeking an experienced and engaging individual to join our team of dedicated environmental educators who deliver on our mission and are the core of our programming throughout the Central New York community.**

**This part-time position is for an environmental educator to work year round 20-25 hours per week.** Environmental educators deliver well-established programs such as *Nature in the City*, which brings hands-on, minds-on science to over 400 elementary school classrooms in the Syracuse City School District each year, assists with the design and delivery of high-quality educational programming both on- and off-site, and works as a summer and school break counselor for nature day camp programs which provide hundreds of children with the experience of unstructured outdoor play and nature education. This position includes opportunities for professional development.

### **Primary Job Responsibilities**

- Deliver environmental education programs in formal and non-formal settings, including:
  - Our *Nature in the City* program in K-6<sup>th</sup> grades across the Syracuse City School District;
  - Eight weeks of summer nature day camp and various school break camps;
  - Year-round, high-quality on-site interpretive programming for all ages that align with our organization's mission; and
  - Additional on- and off-site programming such as school field trips, library programs, and birthday parties.
- Assist in the development and evaluation of new programs.
- Assist with the preparation and maintenance of program materials.
- Staff the Interpretive Center on a rotating basis on Saturdays.

### **Qualifications**

- Excellent interpersonal and communication skills.
- Minimum four-year college degree in Interpretation, Environmental Education or related field.
- Strong organizational skills, ability to multi-task, adapt to change, and to prioritize effectively.
- Ability to work independently and as part of a collaborative team.
- Understanding of natural science themes, nature-play, and interpretation.
- Experience designing and leading interpretive programs preferred.
- Proficient in Microsoft Office.
- Have reliable transportation and comfortable with commuting from Marcellus to Syracuse.

- Flexibility of hours: some evening, weekend, and holidays are required.
- Experience with exhibit design/maintenance, working with interns and volunteers, and/or program evaluation/assessment preferred.

To apply, send resume and cover letter to:  
Whitney Lash-Marshall, Executive Director  
4007 Bishop Hill Road, P.O. Box 133  
Marcellus, NY 13108  
[whitney@baltimorewoods.org](mailto:whitney@baltimorewoods.org)

This position is available immediately with an anticipated start date of September 2019.  
Initial review of applications will begin August 12, 2019.  
[www.baltimorewoods.org](http://www.baltimorewoods.org)