



Program Leader

Reports to: Environmental Education Director

About the Dunwoody Nature Center: We are a non-profit organization that operates within a beautiful 22-acre public park through a long-term lease with the City of Dunwoody. The Nature Center's mission is to inspire the love of nature and cultivate environmental understanding and stewardship by motivating environmental awareness and responsible action.

Responsibilities:

Dunwoody Nature Center Program Leaders guide children and/or adults in active, varied educational experiences, including nature exploration and hands-on science and art activities. Formats include:

- School Field Trips
- Scout Programs and Merit Badge Workshops
- Birthday Parties
- Summer Camp
- Family and Community Nature Programs
- Adult Nature Programs and Corporate Team Building

Program Leaders are expected to:

- Use the resources of Dunwoody Nature Center, adhere to the outcomes standards established, and use appropriate pedagogical techniques to facilitate programs
- Create curriculum for summer and/or school break camp classes based on seasonal themes that adhere to GA state standards
- Model respect for others and the environment
- Be timely and prepared for assigned duties
- Set up and break down educational spaces, including moving furniture to suit needs
- Evaluate student learning and suggest program improvements
- Manage behavior in a positive way to allow for fun and safe learning
- Work independently and lead programs with minimal/no supervision
- Be customer service-oriented when communicating with Nature Center visitors

Qualifications:

The Program Leader must have:

- A college degree (or equivalent) in education, environmental studies, or a related field
- Experience working with children and a commitment to environmental education
- The physical ability to lead nature hikes and lift at least 40 lbs
- At least two references related to working with children
- Current CPR and First Aid training is a plus (although not required)

All candidates must pass a criminal background check.

Compensation: Program Leaders are hired as part-time employees. Hourly rate varies depending on experience. The starting range is \$15-19/hour.

Hours: Program Leaders are not guaranteed a specific number of hours per week. Hours can range from 0-20 hours per week depending on scheduled programs and Program Leader availability. During summer camp, Program Leaders can work up to 40 hours.

To apply: Send resume and cover letter to Holly Loscavio, Environmental Education Director, at holly@dunwoodynature.org.