



Nature Forward seeks a one-year, part-time environmental education fellow to support programs for adults, mixed audiences and conservation outreach programs. The fellow will also develop a program of curated experiences to attract new audiences including families, Spanish speakers, and those new to nature programs.

**Job Title:** Naturalist Ambassador

**Department:** Environmental Education

**Standard Hours:** 32 hrs per week for one year

**Compensation:** \$18 per hour

**Estimated Start Date:** October 1, 2023

**Applications close:** 9/8/2023

To apply, please send a **resume** and **cover letter** by email to [eesearch@natureforward.org](mailto:eesearch@natureforward.org) with the subject line "Naturalist Ambassador"

### **Essential Duties and Responsibilities**

- Facilitate Master Naturalist training program, including running sessions, ensuring instructors' needs are met and being a resource to trainees
- Assist with logistical aspects of Natural History Field Studies programs, including serving as co-host, arranging other co-hosts and ensuring instructors' needs are met for virtual lectures
- Support Conservation Department by developing and delivering environmental education activities for community outreach events
- Develop a program series to launch by Spring 2024, including offerings in Spanish, to connect new audiences to Nature Forward and to notable natural areas in the region.
- Assist Senior Naturalist in tracking program participation, evaluating participant satisfaction and collecting other metrics for Board and grant reporting

### **Qualifications/Requirements**

- Bachelor's degree or higher in education or environmental field (or equivalent experience)
- At least one year of experience in environmental education
- Spanish fluency
- Ability to work independently and on a team
- Excellent verbal and written (including electronic) communication skills
- Proficiency with Microsoft Office suite

### **Physical Requirements**

- Ability to safely traverse uneven, steep, and/or slippery terrain
- Ability to lift bins of lesson materials up to 40lbs
- Ability to navigate stairs while carrying lesson materials
- Ability to drive and access to a car
- Ability to speak, hear and use a personal computer for standard business communications

### **Benefits**

- Health care, life insurance and long-term disability insurance
- Medical and dependent care flexible spending accounts
- 403(b) retirement plan with employer matching contributions
- Paid sick and vacation leave, including a one-week winter break, federal holidays