



Rancocas Nature Center (RNC)
Job Description

Position Title: Seasonal Teacher Naturalist
Location: Rancocas Nature Center
Reports To: Sanctuary Director
Job Classification: Full-time-40 hours/week during summer camp season June 23, 2015 to August 14, 2015
Hours: 8:30 am to 4:30 pm, Monday to Friday (note: week 1 is only a 4-day work week)

JOB DESCRIPTION: The seasonal teacher-naturalist provides natural science programs primarily to summer camp participants, but may be called upon to provide environmental education to schools, interested groups and the general public. The teacher naturalist, under the direction of the sanctuary director, takes part in all aspects of programming and operating a nature center. The teacher naturalist takes an active role in promoting the Rancocas Nature Center as a membership-based environmental organization.

MAJOR RESPONSIBILITIES:

Educational Programming and Visitor Services

- Plan, develop, schedule, and conduct natural history programs for nature camps, schools, special interest groups, and the general public
- Maintain lesson plans, educational materials and all other related programming information
- Interact with visitors to the center through answering inquiries about the natural world and the center, as needed
- Assist with the design and maintenance of interpretive exhibits and other center-specific materials, as needed
- Assist in the Center's Nature Store and its operation, as needed
- Assist in the care, feeding, and well being of our live animals that are presented for educational purposes, as needed

Community Relations

- Represent the Rancocas Nature Center in the local community, expanding RNC's presence to increase local awareness, support and participation, as appropriate
- Develop and disseminate appropriate promotional materials related to center programs and events, as needed

General

- Assist with the supervision of volunteer staff involved in education and/or public interface
- Help with care and maintenance of the grounds, gardens, and trail system, as needed
- Strive to increase Rancocas Nature Center membership base, as appropriate
- Assume additional responsibilities as requested

Knowledge/Skills

- Excellent interpersonal skills including the ability to accept direction and constructive criticism
- Team player
- Punctual with effective time management skills
- Excellent oral and written skills required
- Strong computer skills (Microsoft Office) to fulfill the job requirements
- Ability to work nights and weekends may be required

Qualifications

- B.A. or B.S., preference given to science, environmental science or education majors
- Demonstrated knowledge of natural history of NJ
- Demonstrated experience of teaching in a nature center setting.
- Valid First Aid and CPR certificate (to be provided by the Rancocas Nature Center).
- Must have a valid driver's license and be able to operate a vehicle in NJ, have the physical capacity to walk throughout the land and buildings of the sanctuary, and be able to move materials and to lift 40 lbs.

Starting Date: Tuesday, June 23, 2015 (note: week 1 is only a 4-day work week)

Salary: Competitive and commensurate with experience

Application Deadline: Position will be posted until June 10, 2015

Qualified individuals may apply by sending resumes with cover letters to: Susan Buffalino, Rancocas Nature Center, 794 Rancocas Road, Westampton, NJ 08060 or via email to susan.buffalino@rancocasnaturecenter.org.

The Rancocas Nature Center is an equal opportunity employer.