



**2020-21 Environmental Education Corps
Bluff Lake Nature Center Position Description**

Environmental Educator

Program Overview: Led by the Colorado Alliance for Environmental Education (CAEE), the Environmental Education Corps (eeCorps) AmeriCorps Program places AmeriCorps members at organizations throughout Colorado to focus on increasing environmental literacy for PreK-12 students and implementing the goals outlined in the Colorado Environmental Education Plan. eeCorps works directly with teachers, schools, and EE providers to support them in expanding reach and increasing impact of EE programming, while providing access to equitable learning experiences for all PreK-12 students. eeCorps members provide direct service to improve outcomes in Environmental Stewardship and Education. AmeriCorps is a part of the Corporation for National & Community Service, often referred to as the “domestic Peace Corps.” AmeriCorps provides opportunities to improve lives and foster civic engagement all across the country.

This position will be located at Bluff Lake Nature Center (BLNC), which is located in northeast Denver. BLNC is a unique urban natural area dedicated to educating and inspiring people of all ages to respect, protect, and connect with our natural world. BLNC is a model urban wildlife refuge that enriches people’s lives through experiential education, environmental stewardship, community engagement and ecosystem preservation and restoration. BLNC is committed to educational equity and making nature accessible to all.

Service Position Summary: The Environmental Educator will work together with the Education team to design curriculum, develop programs, participate in community outreach, and facilitate programs. These programs include BLNC’s school field trips during the school year, their 10-week summer camp, and weekly family programs and partner events held between March and October.

Essential Functions (Primary Responsibilities): eeCorps members engage with their Host Site organizations to develop, implement, and enhance programs, projects, and activities that will create progress towards eeCorps and Bluff Lake Nature Center’s goals. These duties include:

- Work with staff, board, and volunteers to review and develop curriculum and programs
- Facilitate on-site and off-site programs, classroom programs, events, after school, summer camp and fieldtrips
- Evaluate education programs using assessment data from students, teacher/student feedback, current best practices in pedagogy and science standards as well as observations and first-hand teaching experience
- Provide direct service to over 7,000 field trip students between PreK and 5th grade (90% from low income schools), 300 campers between the ages of 6-15, and community families.

- Develop relationships with schools and community partners
- Track progress and collect evaluation data for the program's performance measures
- Attend all eeCorps AmeriCorps trainings and orientations
- Complete all eeCorps required National Days of Service projects
- Complete and submit all necessary eeCorps paperwork and reports by predetermined deadlines
- Some local and out of town travel required

Marginal Functions (Secondary Responsibilities): Additional tasks include:

- Assist in the creation and development of virtual programs to reach schools that will not meet in person or will not allow field trips come the 2020-2021 school year
- Facilitate programs virtually with classrooms and teachers and discuss environmental topics that they can experience at home
- Assisting in site volunteer days geared towards families and/or schools (weed removal, trash clean up, etc)
- Assist in organization of paperwork and program supplies

Physical, Emotional, and intellectual Demands:

- Ability to work in outdoor setting in various weather conditions for up to 9 hours
- Able to carry/lift 50 pounds
- Commitment to equity in education
- People person willing to go out into schools and communities and engage

Desired Qualifications:

- Passionate about Bluff Lake Nature Center's mission
- Strong organizational skills with the ability to multi-task
- Strong communication skills with adults and children
- Knowledge of Colorado plants and animals a plus
- Team player, enthusiastic, organized, creative, critical thinker, and self-motivated
- Ethic of national and community service and a strong desire to create positive change
- Ability to communicate effectively both verbally and in writing; computer literate
- High School Diploma or GED required, college graduate preferred
- Ability to pass criminal history check
- Reliable transportation & proof of auto insurance
- U.S. Citizenship or lawful permanent resident status required
- Spanish speakers are encouraged to apply
- People who have spent time in the northeast Denver area (Montbello, Northwest Aurora, Commerce City, Northeast Denver) encouraged to apply

Term of Service - Time Commitment: This is a full-time national and community service position requiring, at a minimum, a total of 1,700 hours during the year (approximately 35hours/week.) The position begins August 24, 2020 and ends August 1, 2021. Flexible hours are required, including occasional evening and weekend commitments. Member must serve on Days of Service that take place on certain national holidays throughout the year.

Training and Support Provided: eeCorps members receive significant training and experience in community engagement, project implementation, leadership, diverse populations, and more. Up to 20% of total hours served may be spent in applicable, approved training and professional development. Members will be supervised and supported by Rachel Crouch, BLNC Executive Director, as well as by Kat

Riley, eeCorps Program Director. The 2020-21 cohort of eeCorps members serving throughout the region will act as additional resources and support for each other.

Location and Service Conditions: This position is based at Bluff Lake Nature Center: 3400 Havana Way Denver, CO 80238 (site) and 4760 Oakland St Suite 200, Denver, CO 80239 (office) and may/will involve service at other locations in the greater Denver area. Position is direct service, and will involve frequent days of service (outdoors and/or in a school and/or community building.)

Benefits: Full Time eeCorps members receive:

- A living allowance of \$14,900. Taxes are deducted and the living allowance is distributed twice per month by direct deposit to the member's bank account.
- Health insurance for full-time members, if eligible
- Child care assistance for full-time members, if eligible
- An education award of \$6,195 upon successful completion of term of service. It is possible to defer student loans while serving as an AmeriCorps member.
- Mileage reimbursement for travel to required trainings and days of service
- Non-tangible benefits including extensive training, valuable experience, networking, and the opportunity to serve the local community in a crucial area of need.
- Ability to participate in regional EE leadership councils; option to obtain CAEE's nationally-recognized Professional Environmental Educator Certification.
- Mileage reimbursement from BLNC for expenses incurred travelling to and from offsite programs

Diversity and Equal Opportunity: Bluff Lake Nature Center shall not discriminate against any employee, volunteer or program participant on the bases of race, sex, color, ethnicity, creed, religion, national origin, citizenship, ancestry, age, disability, political affiliation, gender, sexual orientation, transgender status, gender identity, gender expression, marital, parental, veteran or military status, political service, or membership, participation or association with any employee organization. We provide equal employment and volunteer opportunities to all individuals based on job-related qualifications and abilities.

If you are interested in applying to this position, please send your resume and a short cover letter outlining your interest in the program and commitment to national service to Kat Riley, AmeriCorps Program Director, at americorps@caee.org. Please include "AmeriCorps BLNC Application" in the subject line. Please also attach a list of three (3) references, and a diversity and inclusion statement that is no longer than one page in length.