



## EMPLOYMENT OPPORTUNITY – IMMEDIATE OPENING

<b>Position Title:</b>	Education Outreach Presenter
<b>Classification:</b>	Part Time / Hourly / Non-Exempt
<b>Reports to:</b>	Education Program Manager
<b>Compensation:</b>	DOE with a range of \$15 - \$17.50 /hour
<b>Application deadline:</b>	Open Until Filled

### Position Description

Get Outdoors Nevada is a 501(c)(3) non-profit dedicated to connecting people to Nevada's diverse outdoor spaces through education, volunteerism, and outreach. We build a community that discovers, experiences and connects to our state's natural environments.

The Education Outreach Presenter works under the direction of the Education Program Manager to support the delivery of nature and science focused education programs, outreach activities, and interpretive tables to diverse youth audiences in K-12 school settings, with primary focus on grades K-5. These programs generate knowledge of endangered species and the Mojave Desert, increase interest in science and nature, and build stewardship awareness among diverse groups of youth participants. This is a part-time, hourly position with a minimum of 10 hours and a maximum of 20 hours per week.

### Responsibilities

#### Program Delivery and Events (75%)

- Lead Mojave Max desert tortoise assemblies and classroom-based science programs for youth grades K-5 in Clark County schools, community centers, and other locations (made possible through Clark County's Desert Conservation Program and the Department of Environment and Sustainability).
- Lead outdoor field trips and environmental science focused education programs for learners in grades K-12 with a focus on hands-on and experiential learning conducted in outdoor environments outside of the classroom.
- Coordinate with the team to deliver Interpretive and Mojave Max Tables at community events such as Get Outdoors Nevada Day, Earth Day, Las Vegas Science & Technology Festival, and others.
- Assist in the planning and coordinating field trips to parks and public lands in southern Nevada, including Lake Mead, Mt. Charleston, Red Rock Canyon, Sunset Park, Wetlands Park, and others.

#### General Administration (25%)

- Assist in the tracking of basic program statistics and program data.
- Organize, inventory, maintain, and resupply educational program materials.
- Maintain neat and orderly workspace and common work areas.
- Other organizational duties as assigned.

## **Qualifications**

The ideal candidate will be outgoing, high-energy and enthusiastic, with the presentation and public speaking skills needed to engage large groups (100+) of students in grades K-12. Candidates should be passionate about education and science with a team-oriented mindset focused on supporting our mission to engage and educate a diverse population of young student-learners from historically underserved communities.

## **Essential Requirements**

- Availability each week on Monday, Wednesday, Friday and Saturday (occasionally) is preferred.
- Ability to enthusiastically engage and manage large groups of youth participants in grades K-12.
- Ability to work with and relate to diverse youth audiences.
- Ability to work collaboratively with others as part of a mission-driven team.
- Proactive communication skills to coordinate with a diverse set of internal and external partners/collaborators in a timely and professional manner.
- Adaptable and open to a flexible work environment that includes a variety of locations, each with unique tech access, layouts, on-site communication, and organizational needs.
- Attention to detail and remaining timely, punctual, and professional in leading public-facing events in a variety of community settings across Clark County.
- Eligible candidates must have reliable transportation for local travel to activities, meetings, and events as well as the ability to provide proof of insurance, if applicable. (Mileage reimbursed at the federal rate).
- Eligible candidates must have a current driver's license and the ability to clear a background check.
- Knowledge of standard office machines and technology: computers, printers, copiers, faxes, phones, etc. Proficiency in MS Word, Excel, and Internet use.
- Ability to work weekends and occasional evenings with advance notice.
- Ability to meet routine physical requirements of the position (sitting, standing, walking, lifting, and carrying up to 35lbs).
- Comfort in working for extended periods in outdoor settings.

## **Preferred Skills and Abilities**

- Experience or interest in environmental education, interpretation, or program delivery.
- Bilingual in English and Spanish.
- Experience working with students or youth groups.
- Experience with performing or presenting information in front of large audiences.
- Enthusiasm to learn and share information about tortoises and Mojave Desert ecosystems.

## **Application Instructions**

Submit a brief cover letter and current resume with contact information for at least two professional references with the subject "Education Outreach Presenter" to

jobs@getoutdoorsnevada.org. All email attachments must be in MS Word or PDF format. Please do not call for additional information. Email only.

Qualified candidates will be invited to complete an employment application and participate in an interview with current team members. Additional supporting documentation of applicant's experience may be requested at that time.

Don't meet every single requirement? Studies have shown that women and people of color are less likely to apply for jobs unless they meet every qualification. We are dedicated to building a diverse, inclusive, and authentic workplace, so if you're excited about this role but your experience doesn't align perfectly with each qualification in the job description, please apply anyway! You might be just the right candidate for this role. Consistent with our values and our commitment to equity, diversity, and inclusion, as stated above, Get Outdoors Nevada is an Equal Opportunity Employer that recognizes each person is an individual and does not discriminate against applicants or employees based on ethnicity, gender, color, religion, national origin, sexual orientation, ancestry, age, physical or mental disability, medical condition, pregnancy, marital status, or military status.