



MOUNT ST. HELENS INSTITUTE Seasonal Science Educator

Position: Science Educator; 4 positions available
Compensation: \$14.00 (wage increase may be possible based on performance)
Term of Employment: April 6, 2020 – October 9, 2020. This is a non-exempt, temporary, seasonal position.
Closing Date: February 2, 2020

ARE YOU:

- Passionate about science and the outdoors?
- Dedicated to working with diverse youth?
- Looking to build your resume in informal science education, non-profits, event planning and facilities management?

SUMMARY:

The Mount St. Helens Institute Science Educators support our hands-on science education programs including day and overnight programs for youth ages 6-18. Under the direction of the Mount St. Helens Institute's Science Education Manager and with the support of the Science Education Coordinator, the Science Educators will work with the entire education team to develop activities, lead hikes, implement learning activities both indoors and outdoors, host groups, and maintain our vibrant and growing education programs. Additionally, our education team hosts day and overnight rental programs, provides meal preparation and shopping for overnight groups and helps maintain the Science and Learning Center. Read about our education programs at <https://www.mshinstitute.org/learn/>. Term of employment has some flexibility. This is a full-time temporary position that requires weekend and overnight work. *Four positions are available.*

DUTIES AND RESPONSIBILITIES:

- Education (50% of time)
 - Collaborate with the education team to plan, prepare for, and implement programs and activities to best meet the groups' goals and needs
 - Maintain a safe, friendly and fun learning environment for all
 - Lead/co-lead science activities, hikes, and other outdoor learning activities
 - Conduct surveys and other evaluations (quantitative and qualitative)
 - Serve as role model for students, campers and peers: use positive behavior guidance strategies and display maturity, responsibility, flexibility, enthusiasm, and sound judgment
 - Communicate with teachers, group coordinators, and parents
 - Promptly and professionally respond to risks, complaints, and injuries
 - Actively and positively contribute to program debrief meetings
- Rentals & Events (25% of time)
 - Provide site tours, expectations and checkout instructions to rental groups upon arrival
 - Deliver excellent customer service to guests during their stay
 - Clean facility after rental groups depart and report on their experience
 - Support events at the Science and Learning Center with tasks such as event setup and cleanup, leading activities, and meal-service
- Program Support (25% of time)

- Inventory, shop, prepare, and serve simple buffet-style meals per health department standards with considerations for guests' dietary restrictions and preferences
- Clean facility after programs
- Collaborate with education team to maintain and organize program supplies
- File waivers, evaluations and other program documentation
- As a small non-profit, we all wear many hats! There will be other duties as assigned.

REQUIRED QUALIFICATIONS:

- Demonstrated 1+ year experience teaching and leading outdoor, science-based education programs for youth, such as at a camp or education center.
- Demonstrated ability to work well with people of diverse backgrounds, ages and cultures.
- Excellent communication skills including public speaking, writing and editing.
- Demonstrated computer competency.
- Enthusiasm for the mission of the Mount St. Helens Institute.
- First aid and CPR (or higher) certification or willingness to obtain.
- Ability to pass a background check.
- Have a valid driver's license with an acceptable driving record for the past three years.

IDEAL CANDIDATE WILL:

- Be able to work effectively in a team with minimal supervision.
- Be willing to be coached and open to feedback.
- Be able to think creatively and critically to solve problems.
- Have excellent time-management, organizational, and planning skills.
- Be flexible to changing hours, pressures and deadlines, and an evolving organization.
- Demonstrate cultural competency.

ABILITIES: Regular office and computer work is required for 8+hours/day. Regular work for more than 10 hours per day while standing and walking. Ability to hike 2.5 miles on trails. Work will also be conducted outdoors in a variety of weather conditions and terrain. Driving to locations around Mount St. Helens (up to 3 hours) is common. The Science Educator must possess a valid driving license and pass a criminal background check.

WORKING HOURS: This is full-time temporary seasonal position. Some days will be longer than 10 hours and overnight work is required. The schedule will vary based on program dates but the schedule will be announced at minimum of 2 weeks in advance.

LOCATION: Most of this position will be based at the Science and Learning Center at Coldwater, 40 miles east of Castle Rock, WA on the northwest side of Mount St. Helens. Regular travel around Mount St. Helens and neighboring communities will be necessary with overnight camping at various field sites required. On-site housing may be available for approximately \$5.55/day either in Amboy, WA (~2 hour drive from the Science and Learning Center) or near the Science and Learning Center. The Science and Learning Center at Coldwater is in a remote location with little cell service.

ABOUT US: MSHI is a non-profit organization dedicated to advancing understanding and stewardship of the earth through science, education and exploration of volcanic landscapes. MSHI functions as a tight-knit group of individuals united in our common passion for Mount St. Helens. We value diversity, good challenges, adventure, fun, partnership and community. We work closely with the Mount St. Helens National Volcanic Monument staff on a daily basis and operate under US Forest Service special use permit.

OUR COMMITMENT: The Mount St. Helens Institute fundamentally believes that its employees are a valuable source of ideas for improving operations and making the workplace more interesting and attractive. In order to do so, we ensure that all employees work in an environment free of discrimination. All candidates applying for this position will be reviewed without regard to race, color, creed, religion, sex, age, national origin, veteran or marital status, sexual orientation, or disability. This institution is an equal opportunity provider. Review the Mount St. Helens Institute's [Diversity, Equity and Inclusion Statement](#).

TO APPLY:

Apply no later than February 2, 2020 at 11 PM.

To apply, complete [this online application form](#).

In the application form, you will be asked to upload a cover letter, a resume, and contact information for references. In your cover letter, please include the following:

- Why are you interested in this position?
- How does this position fit with your career goals?
- What is your available start date? Required end date?
- Are there any required days off during the season?

Please no phone calls! You may email apply@mshinstitute.org with questions.