



Position Title: Environmental Educator Service Member

Position Service Site: Aldo Leopold Nature Center (Monona, WI)

Service Time: September 9, 2024 – August 22, 2025 (1,700 Hour AmeriCorps Term, 50 weeks)

9/9/24 to 6/1/25 – Average of 35 hours per week, Sunday - Thursday

6/2/25 to 8/22/25 – Average of 40 hours per week, Monday - Friday

There may be occasional special events or programs that require this to shift slightly.

Benefits: Living stipend total for whole term = \$23,000 (\$460 per week). Education Award of approximately \$7,300 upon successful completion of service. To find out more about the Award: <https://americorps.gov/members-volunteers/segal-ameri-corps-education-award/find-out-more>.

Health insurance optional (1,700-hour positions only, available for individuals who are not already covered).

Requirement: Covid-19 Vaccine

OVERVIEW: The [Aldo Leopold Nature Center](#) (ALNC) is a non-profit educational organization guided by Aldo Leopold's land ethic, with a mission to nurture children, their well-being, and environmental sustainability through connecting and learning in nature. ALNC serves children, teachers, and families through year-round programming that includes field trips, camps, a nature preschool, and public and private events. ALNC is leading the way to ensure visitors of all ages and backgrounds have opportunities to connect with nature by offering positive and constructive learning opportunities that capture their interest, engage their senses and teach them to appreciate the interconnectedness of all living things.

SERVICE DESCRIPTION: ALNC is seeking an energetic individual to join its team in engaging both children and the public in immersive indoor/outdoor educational experiences centered around inquiry-based environmental topics. The primary duties of this role include providing support and assistance in ALNC's nature-based preschool (ages 3 - 5), conducting educational field trips (mainly for grades K - 5), leading or assisting with afterschool programs (grades K - 5), leading summer camp programming (ages 4-12), and contributing to other educational initiatives along with assisting and engaging with visitors.

Trainings include:

- First Aid and CPR
- Abusive Head Trauma Training
- Mandated Reporter Training

RESPONSIBILITIES:

- Independently supervise small groups of children and lead activities based on topic, interest and abilities.
- Assess group dynamics and apply appropriate behavior management techniques. Training and support is provided in this area.
- Collaborate with other departments and staff to build relationships and connections within the organization.
- Follow pre-written lesson plans or schedules, and develop lesson plans depending on the programming.
- Oversee weekend public hours by interacting with visitors and answering questions, registering walk-in guests for programs, sending confirmation emails for upcoming programs, etc. as needed
- Open and close building as needed.
- Assist in maintaining public areas and program supplies.

QUALIFICATIONS:

Required:

- At least 18 years of age and have completed high school or its equivalent.

- Vaccinated against COVID-19.
- Experience working with children in formal and/or non-formal educational settings.
- Ability to work well in a team environment.
- Ability to take initiative and problem solve.
- Excitement for the natural environment and an ability to share that excitement.
- Comfort in managing facility and visitors, assisting volunteers, and following written instructions and procedures.
- Reliable transportation to ALNC.
- Willingness to be certified in Standard First Aid and Adult/Child CPR (annual training offered in June).
- Ability to perform the essential duties of the position with or without reasonable accommodation.
- Ability to multitask and shift schedule and priorities to meet changing conditions.
- Upon hire, a both a criminal and childcare background check, including a fingerprint screening, will be conducted. Service with WisCorps will be considered probationary until all results are returned and have been reviewed.

Preferred:

- Background in environmental education, education, natural science, or a related field.
- Knowledge of regional flora and fauna.
- Experience working with technology (IT, A/V equipment, etc.) and computer skills (Microsoft Office, Google Suite, etc.).
- Spanish language skills.

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