



Job title: Environmental Educator
Reports to: Education Manager
FTE: 100% FTE
FLSA Status: Exempt
Supervises: N/A

Job purpose

The Environmental Educator informs, engages, and inspires students of all ages and backgrounds about their bosque ecosystem through culturally relevant classroom, field (outdoor) and/or independent project-based education with the goal of helping to create a new generation of environmental stewards. The Environmental Educator is a cooperative team member willing to work hard, have fun and make a difference.

Duties and responsibilities

Environmental Educator Key Duties:

- Deliver BEMP's content-rich curriculum in classroom and field-based settings about the bosque ecosystem and related ecological concepts to K-12 grade students and adults throughout the Albuquerque metro area, including, but not limited to, leading the facilitation of lessons related to ecology, climate, stormwater science, phenology, endangered species, and more.
- Design vibrant, developmentally appropriate, and culturally relevant learning experiences and curriculum that connect students to their local ecosystems and watersheds utilizing student research and community science data collection.
- Assist with the alignment of BEMP educational content to Next Generation Science Standards, New Mexico State Standards and others as appropriate.
- With current staff, dedicate up to 40 hours a month preparing for and supporting BEMP activities and field trips with Bosque School 6th and 7th grade classes.
- Participate in BEMP's core community science, fieldwork, and research activities, especially Monthly Monitoring and Arthropod Pitfall Trapping.
- Participate in, present to, and build relationships with local, state, and other environmental education, community science, and allied organizations.
- Lead and support curricular programming and student projects to be delivered during BEMP annual events, such as Luquillo-Sevilleta and Crawford Symposiums.
- Demonstrate a commitment to and assist in furthering the principles of Justice, Equity, Diversity and Inclusivity for all BEMP participants, partners, and colleagues.
- Create a safe and transformative learning environment for youth and adults.

Supporting Duties:

- Regularly connect with and report on classroom and field programming activities, issues and concerns with the education team and Education Manager.
- Assist with the assessment of BEMP programming to ensure greater student and organizational success.
- Create and post social media content to BEMP's Facebook and Instagram pages.
- Support grant reporting, assessments, site visits, and related activities for BEMP funding partners including providing timely reports to BEMP's Education Manager.
- Support BEMP's main partner organizations, Bosque School and UNM, with their missions and needs.
- Assist with the preparation and delivery of organization and community partner events, as needed.
- Actively participate in BEMP professional development opportunities, meetings, staff reviews, retreats, tours, events, and other special programs, as needed.
- Manage the safety of and reduce the risk to BEMP participants, especially in field settings.
- Work in a collegial and positive manner with all BEMP partners and staff.
- Work with and care for live organisms used in educational outreach and research, as needed.
- Willingness to drive student buses
- Additional duties and tasks as needed.

Direct reports

- N/A

Qualifications

- Education degree or at least 4 years of combined education and/or experience in education or related environmental fields. This is roughly equivalent to a Bachelor's degree.
- Of the 4 years, at least 2 years of K-12 teaching experience (formal or informal settings) and at least 1 year in positions with relevant work experience.
- A strong foundation of ecological knowledge in either or both an Indigenous or Western science perspective (southwest riparian ecosystems preferred).
- Demonstrated ability to write clearly and succinctly for a variety of audiences.
- Must successfully pass both a driving and criminal background check.
- Spanish bilingualism is preferred.

Working conditions

- The Environmental Educator's office is located at the Rod and Mary Kay Pera building on Bosque School's campus, a dog-friendly office with a supportive community and wealth of on-site professional development opportunities.
- Duties are often performed in an office environment, although there is also a considerable amount performed in an outdoor environment.
- On a regular basis, the Environmental Educator will be outdoors, in and along the Rio Grande and the bosque, on and off of uneven trails in a variety of weather conditions.
- The Environmental Educator regularly needs to be able to lift about 25 pounds – ex. a backpack that might include binoculars, a field guide or two, extra pencils, a first aid bag and a water bottle.
- Regular out-of-office meetings are an essential part of the job.
- The work involves occasional evening and weekend assignments; yet, BEMP prides itself on being an organization that respects and nourishes a healthy work-life balance.
- The noise level in the work environment is usually moderate.
- The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

Physical requirements

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hands to finger, handle, or feel objects, tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Pay and benefits

BEMP has a competitive nonprofit pay scale that is based on experience and education. We have a very generous paid time off policy, and also offer health insurance coverage and a retirement program.

Application Materials

Applicants should email a **cover letter and resume** to applicant@bemp.org no later than Friday, August 12, 2021. The cover letter should not be a summary of the resume; please clearly and succinctly tell us why you want the job and how you would serve our BEMP data collection efforts.

Equal Opportunity Statement (non-discrimination and disability policy)

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, age, gender identity, or national origin. BEMP will not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. BEMP agrees to take affirmative action to employ and advance in employment individuals with disabilities, and to treat qualified individuals without discrimination on the basis of their physical or mental disability in all employment practices, including the following:

- i. Recruitment, advertising, and job application procedures;
- ii. Hiring, upgrading, promotion, award of tenure, demotion, transfer, layoff, termination, right of return from layoff and rehiring;
- iii. Rates of pay or any other form of compensation and changes in compensation;
- iv. Job assignments, job classifications, organizational structures, position descriptions, lines of progression, and seniority lists;
- v. Leaves of absence, sick leave, or any other leave;
- vi. Fringe benefits available by virtue of employment, whether or not administered by the contractor;
- vii. Selection and financial support for training, including apprenticeship, and on-the-job training under 38 U.S.C. 3687, professional meetings, conferences, and other related activities, and selection for leaves of absence to pursue training;
- viii. Activities sponsored by the contractor including social or recreational programs; and
- ix. Any other term, condition, or privilege of employment.

In addition, BEMP will not discriminate against any employee or applicant for employment because he or she is a disabled veteran, recently separated veteran, other protected veteran, or Armed Forces service medal veteran in regard to any position for which the employee or applicant for employment is qualified. BEMP agrees to take affirmative action to employ, advance in employment and otherwise treat qualified individuals without discrimination based on their status as a disabled veteran, recently separated veteran, other protected veteran, or Armed Forces service medal veteran in all employment practices, including the nine points enumerated above.

Applicants requiring reasonable accommodation in order to participate in the application/interview process are requested to contact BEMP in order to arrange such accommodation at applicant@bemp.org.

Supervisor Signature: _____ Date: _____

Employee Signature: _____ Date: _____

Employee Printed Name: _____ Date: _____

BEMP has reviewed this job description to ensure that essential functions and basic duties have been included. It is intended to provide guidelines for job expectations and the employee's ability to perform the position described. It is not intended to be construed as an exhaustive list of all functions, responsibilities, skills and abilities. Additional functions and requirements may be assigned by supervisors as deemed appropriate. This document does not represent a contract of employment, and BEMP reserves the right to change this position description and/or assign tasks for the employee to perform, as BEMP may deem appropriate.