



Position Description: Environmental Educator

Reports to: Education Coordinator/Ecologist

Direct Reports: N/A

Start Date: March 2024

Position Type: Full Time, Year Round

Summary

NCF is seeking a motivated, professional, Environmental Educator to join its team of dedicated staff in supporting the important conservation mission of the organization. The Environmental Educator will assist in the planning and implementation of in-person programs and events as well as the development of education resources to meet the strategic priorities of the organization.

Specific Responsibilities

- Participate in organizing the logistics for and leading educational programs, workshops, and excursions related to NCF's mission and strategic initiatives.
- Develop and expand educational program opportunities.
- Assist in improvement and troubleshooting of the ACKTrails App.
- Create multimedia posts across NCF's social media channels.
- Represent NCF at community events and activities.
- Assist in development of written and digital education materials.
- Assist in development of educational signage and displays for use on NCF Properties.
- Catalog photos and assist in maintenance of our Digital Photo Library.
- Assist the Marketing & Development Department during community events.
- Develop educational outreach and curriculum for multiple age groups.
- Assist in generating and posting content for the website.

Desired Qualifications

- BS in Environmental Education, Conservation, or a related field.
- 2 years of experience in environmental education or relevant interpretive education and outreach work.
- Comfortable and articulate with public speaking and leading walking tours.

- Ability to prioritize and complete tasks efficiently.
- Proficient with Microsoft Word, Excel, and Adobe Suite.
- Detail oriented.
- Strong verbal and written communications skills.
- Able to work independently to accomplish assigned goals.
- Able to work effectively and collaboratively with other team members to accomplish collective goals.

The Nantucket Conservation Foundation provides equal employment opportunities to all employees and applicants and prohibits discrimination and harassment of any type.