

CONSERVATION EDUCATION MANAGER

DEFINITION

This position manages the Education Department youth and family programs, including the Zoo Camp, Snooze at the Zoo and Preschool Pride programs. The Education Manager reports to the Friends of Henry Vilas Zoo Vice President of Operations, and works with Education Department oversight from the Zoo's Conservation Education Curator.

DUTIES

The successful candidate will continue to uphold and enhance current high quality curricula for family and youth conservation education programs, specifically Camp, Preschool Pride and Snooze at the Zoo. This position works cooperatively with zoo staff, zoo society staff, seasonal staff and volunteers to inspire visitors to make connections with animals and nature and contribute to conservation efforts in a meaningful way.

Duties include but are not limited to:

- Design, implement and evaluate program curricula to align with state and national standards and best practices, and include current conservation messaging
- Design, coordinate, facilitate and oversee youth and family programs including Zoo Camp, Preschool Pride and Snooze at the Zoo programs
- Teach educational programs on a regular basis and as needed
- Work with camp staff to create cohesive, fun and educational camp experience
- Manage youth and family programs registration and communications
- Recruit, schedule, train and evaluate Camp staff, intern, and volunteer team and Sleepover instructors and volunteers
- Work with Conservation Education Curator to manage program budgets to effectively use resources
- Lead recruitment efforts to maintain and grow attendance and revenue in youth and family programs
- Handle and present Ambassador Animals in accordance with Henry Vilas Zoo and Association of Zoos and Aquariums (AZA) protocols
- Comply and assist with staff and visitor safety protocols
- Perform other duties as assigned

EMPLOYMENT STANDARDS

Education and Experience: Three (3) years of paid experience, and a minimum of Bachelor's degree from an accredited college or university in biological science, conservation or environmental education, or related field, including one (1) year of supervisory or lead worker experience directly related to curriculum development and program delivery at a zoo, nature center, museum, or other informal learning center. Other combinations of education, training, and/or experience that provide an equivalent background may also be considered.

Knowledge, Skills, and Abilities:

Must have knowledge of conservation, ecology and environmental education including:

- Current Wisconsin State and Next Generation Science Standards, STEAM programming and Early Childhood Standards
- Demonstrated experience with inquiry-based approaches to science instruction

Skills and experience with:

- Demonstrated ability to work well in collaborative relationships across organizations and teams
- Excellent customer service skills
- Strong teaching, interpretation and presentation skills as well as the ability to interact and communicate with a variety of audiences in a professional and engaging manner
- Curriculum design and implementation

- Strong teambuilding and facilitation skills
- Seasonal staff and volunteer scheduling, recruitment, training and evaluation
- Experience with positive reinforcement training or willingness to be trained to work with Ambassador Animals including snakes and other reptiles, mammals, birds, amphibians and invertebrates
- Organization, time management and long range planning in a dynamic, fast paced environment
- Effective communication (written and oral) with co-workers , volunteers, and the general public
- Proficiency in MS Word, Excel, PowerPoint and Outlook

Special Requirements: A valid Wisconsin Driver's License (or eligibility for) is required. Must be available for work on nights, weekends, holidays and emergencies. This position works both indoors and outdoors in all weather conditions, and requires walking, sitting, and standing for long periods of time.

Electronic applications preferred.
Send to:

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