



Employment Opportunity The San Diego River Park Foundation **Education and Outreach Coordinator**

The San Diego River Park Foundation is looking for a driven, dynamic, and engaging person to join our team as an educator for our hands-on, outdoor education program and be part of our engagement team. This is a full-time position.

The San Diego River Park Foundation is dedicated to creating a better future for the San Diego River through stewardship, education, and inspiring a love of nature. The ideal candidate will have a passion for connecting people with the outdoors and the skills and experience to have fun while doing it! The selected person will play a key role in our community engagement with a focus on Mission Valley and nearby communities. We seek an energetic, self-motivated person who enjoys working with people and wants to be part of an organization that endeavors to make a meaningful, lasting difference.

DUTIES AND RESPONSIBILITIES:

EDUCATION 50%:

Be an active part of the River Park Foundation's education program leading events, both in person and virtually, which seek to engage youth in the community in learning about and experiencing the San Diego River. The Cool River Program education program serves youth in grades K-12, with a focus on grades 3-8.

ESSENTIAL RESPONSIBILITIES:

- Connect with students through nature-based experiences both in the field and virtually
- Play a role in cultivating and retaining relationships with teachers, parents, and youth group leaders
- Be responsible for the safety and logistics of education events
- Help plan and schedule special educational events for youth and families
- Learn existing curriculum, and participate in testing and adapting of new lesson plans
- Assist in keeping inventory in stock and in good condition
- Help train, support and retain education interns and volunteers
- Attend or help coordinate attendance at community education events, fairs, festivals
- Collect data and conduct analysis for program evaluation
- Keep accurate and up-to-date records to document program impact

OUTREACH 50%

ESSENTIAL RESPONSIBILITIES:

- Community tabling, presentations, and other outreach
- Supporting and coordinating the mural care team and outreach volunteers
- Participating in the organization's various engagement events and activities

ADDITIONAL RESPONSIBILITIES:

- Be a key member of the engagement team's overall program, and participate in planning to advance engagement goals
- Coordinate and manage relationships with partners to facilitate events and outreach
- Support the overall mission of the organization
- Participate in grant-funded and other special projects
- Maintain accurate and precise record keeping of engagement metrics and impact
- Mentor and support outreach volunteers and interns
- Other duties as assigned by the Engagement Manager

QUALIFICATIONS AND REQUIREMENTS

A qualified candidate will have the following:

- Commitment to and passion for the mission of the organization
- At least one year of experience working with youth (especially ages 5-13) in a camp, classroom, or similar setting, experience working with a variety of different age groups is a plus
- Theater or similar experience being in front of and inspiring audiences
- Experience in a leadership position or primary educator position for a youth program
- Degree or other background in theater, education, ecology, environmental science, entomology, natural history, or related fields
- High level of comfort working outdoors, cheerful and adaptable problem-solver
- Familiarity with Next Generation Science Standards is a plus
- Ability to travel to and from sites along the River, and to transport field trip materials in a personal vehicle (mileage reimbursement available)
- Good driving record (must pass DMV background check)
- Must be able to pass a background check required by school districts
- Ability and passion for working outdoors in any type of weather
- Ability to lift 25 pounds
- Ability to walk 1-4 miles on uneven terrain with an elevation gain
- Ability to work independently and as part of a team
- Willingness to be flexible in teaching style and schedule
- Strong public speaking skills
- Professional demeanor, positive, outgoing and friendly personality
- Proficiency in Excel, Word, Outlook and PowerPoint
- Spanish speaking or other languages helpful
- Familiarity with social media platforms (especially Facebook and Instagram)
- An understanding of community engagement & mobilization techniques

- A Familiarity with neighborhoods and communities near Mission Valley and Mission Bay a plus
- Must be able to stick to a schedule as school groups and others will be depending on you!

This job description is intended as a guide to the general job responsibilities and is not inclusive of every duty the employee may be expected to perform.

The San Diego River Park Foundation is an Equal Opportunity Employer.
If a full-time position is not best for you, we may consider a part-time education position.

Reporting: This position will report to both the Education and Engagement Managers

Hours: 40 hours per week, may include some weekends and evenings.

Compensation: \$18.50 per hour, plus paid sick, vacation and holiday leave, 401k with employer match, and paid health care (Kaiser).

Start Date: Immediately

The San Diego River Park Foundation office is located at:

**4891 Pacific Highway, Suite 114
San Diego, CA 92110**

TO APPLY: Please email your resume along with an introduction sharing your interest in joining our team to:

employment@sandiegoriver.org

We encourage anyone who feels they are qualified for this position to apply, even if you don't fit every requirement. The best candidate is someone who wants to be part of a team that is active each day promoting appreciation and understanding of the value of the river and its incredible resources. We also welcome additional information reflecting your interest and skills such as a video or completed projects. Selected candidates will first have a virtual meeting so we can get to know you and answer questions and then an in-person interview will be required.

The position will remain open until filled. Phone call inquiries are welcome. This is an At-Will Position. We are looking for someone who can start as soon as possible.

619-297-7380

Sandiegoriver.org

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