

# Job Description

## Winter Youth Educator



**Classification:** Part-time- Term

**Reports to:** Youth Programs Manager

**Job Duration:** November 2022 - Mid-May 2023- to be mutually agreed upon

### **DEC Overview:**

Denali Education Center (DEC) is a non-profit organization that offers programs that promote appreciation, understanding, and stewardship of Denali National Park & Preserve wilderness and communities since 1989. DEC operates two unique educational campuses, a 10-acre campus just outside of Denali National Park and Preserve and a 3-acre campus located in the downtown area of Talkeetna. 2021 marked DEC's first year of operating youth and educational programs in Talkeetna.

### **Winter Youth Programs:**

**Youth Virtual Programs:** 1-hour educational programs hosted via zoom. Programs range in topic and are intended for a range of ages: from 3rd graders to adult participants.

**4th Grade Park Connection Program:** "3 Touchpoint Program" with 4th grade classes in the Matanuska-Susitna School District based on Alaska's ecology and culture. The first point is a virtual introduction, the second point is an in-person lesson either in the school's classroom or at the DEC Talkeetna Campus, and the third point is a reflection or wrap-up activity provided to teachers to facilitate after the program.

### **Position Overview**

The Winter Youth Educator will work collaboratively with our Youth Programs Manager and Talkeetna Campus Coordinator to develop and teach DEC's winter youth programs. Programs include virtual and in-person 'field trips' for 3rd-5th graders. In addition, the Winter Youth Educator will help refine existing educational content and develop new programs, virtual and in person, that resonate with DEC's mission and goals for youth engagement. This position is made possible through the Open Outdoor for Kids Grant through the National Park Foundation.

### **Main Position Responsibilities:**

- Collaborate with DEC Program Director (PD), Youth Program Manager (YPM) and Talkeetna Campus Coordinator (TCC) to develop and refine DEC's suite of in-person and virtual programs for 3rd-5th grade students.
- Develop educational programs and curriculum to be presented both in-person and virtually, that ideally adhere to State Standards and/or Next Generation Science Standards.
- Drive to schools in the Mat-Su Valley and Anchorage areas during the school year (up to 2.5 hours 1-way) to host in-person educational programs that highlight interior ecology and life in the north.
- Deliver 1-hour virtual 'field trips' for 3rd - 5th grade youth from across the United States that highlight Alaska's ecology, Alaska's National Parks, and life in the north.
- Assist TCC in coordinating with schools and answering teacher pre- and post-program questions.
- Help create virtual educational content for social media platforms including educational infographics, publications, and short videos.

### **Other Responsibilities (dependent on applicant location):**

- May be responsible for co-leading outdoor field trips for local students through these programs.
- Assist with Talkeetna Office Administrative duties including answering phones, scheduling, facility management, and light housekeeping duties. (If not remote)
- Assist with set-up and tear-down for educational programs and community events as needed.
- Assist with campus and program supply purchase, pick-up, or restocking as the need arises.

## **Qualifications:**

- Experience developing and delivering educational programming that highlights various learning styles and using various media types; powerpoint, formal presentations, etc.
- Comfortable setting-up and teaching virtual 'field trips' after training. Including ability to operate equipment (camera, ring light, microphone, etc.) and basic technology problem solving once fully trained.
- Knowledge or basic understanding of Alaska's natural history and ecology.
- Experience leading or co-leading groups of youth on trails, in a variety of weather conditions, or have the desire to learn.
- Strong interpersonal and communication skills
- Ability to have fun, be flexible, and maintain a positive attitude
- Possession of current CPR, First Aid Certification, and Mandatory Reporting Training, or willingness to become certified. *Reimbursement available for required training.*
- Valid insurable drivers license or the ability to obtain.
- Must be able to pass a background check as a requirement of working with youth.
- Desire to live and work in the Talkeetna or Mat-Su areas

## **Preferred Knowledge and Skills:**

- Understanding of Alaska's interior including but is not limited to: biology, wildlife ecology, botany, geology, natural history, history, prehistory, and infrastructure or ability to familiarize.
- Familiar with Mat-Su Valley, Talkeetna, and Denali National Park

## **Working Conditions & Physical Demands:**

- This is a winter position, adverse driving conditions and weather are possible- including snow, sleet, ice, rain, wind, and low temperatures.
- Occasional hikes are possible for this position. Routes would be on established routes up to 3-miles on uneven terrain; should be able to carry 25 lbs.
- Applicants should be motivated to work independently while being a part of a highly collaborative office work environment.

**Scheduling and Hours:** Assigned hours for the TKA educator each week will vary. On average they will be scheduled 2-3 days/week for an estimated 16-24 hours/week. Shifts that fall outside of duties outlined above may be available depending on program schedules and staff's desire for work.

## **Compensation:**

- Pay is made bi-weekly. The starting wage is \$18.00/hour, dependent on experience, and includes time for required training and program development.

## **Disclaimer:**

This position description reflects Denali Education Center's best effort to describe the essential functions and qualifications of this job. It is neither an exhaustive statement of duties, responsibilities, or qualifications, nor a contract. Denali Education Center is an Equal Opportunity employer. Personnel are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, marital status or sexual orientation, in accordance with federal and state law. DEC values diversity and encourages all applicants.

## **To Apply:**

Candidates should send a cover letter and resume to [youth@denali.org](mailto:youth@denali.org). You may address your inquiry and any questions to Shannon Conway, Youth Programs Manager. We look forward to hearing from you.