



## MOUNT ST. HELENS INSTITUTE

### Seasonal Science Educator

<b>Position:</b>	Science Educator; 1 position available
<b>Compensation:</b>	\$15.00 (wage increase may be possible based on performance)
<b>Term of Employment:</b>	Start no later than June 11, 2021 – October 31, 2021. This is a non-exempt, temporary, seasonal position.
<b>Closing Date:</b>	April 18, 2021

#### SUMMARY:

The Mount St. Helens Institute Science Educator supports our science education and rental programs including day and overnight programs for youth ages 6-18, their families and their teachers. Under the direction of the Mount St. Helens Institute's Science Education Manager and with the support of the Science Education Coordinator, the Science Educator will lead hikes and learning activities primarily outdoors, and host rental groups. Due to the COVID pandemic, the Science Educator will typically work alone or with small groups of individuals. Programming may change depending on health guidance and community interest in programs. Read about our education programs at <https://www.mshinstitute.org/learn/>. Term of employment has some flexibility. This is a temporary position with between 20 and 40 hours/week that requires weekend, overnight work and overnight travel; the schedule will be highly variable. *One position is available.*

#### DUTIES AND RESPONSIBILITIES:

- **Education** (30% of time)
  - Collaborate with the Manager and Coordinator to plan, prepare for, and implement programs and activities to best meet the groups' goals and needs.
  - Maintain a safe, friendly and fun learning environment for all.
  - Lead/co-lead science activities, hikes, and other outdoor learning activities
  - Conduct surveys and other evaluations (quantitative and qualitative)
  - Serve as role model for students, campers and peers: use positive behavior guidance strategies and display maturity, responsibility, flexibility, enthusiasm, and sound judgment
  - Communicate with teachers, group coordinators, and parents
  - Promptly and professionally respond to risks, complaints, and injuries
  - Actively and positively contribute to program debrief meetings
- **Program Support** (30% of time)
  - Inventory, shop, prepare, and serve simple meals per health department standards with considerations for guests' dietary restrictions and preferences
  - Clean facility after programs
  - Collaborate with education team to maintain and organize program supplies
  - File waivers, evaluations and other program documentation
  - Provide overnight on-call support as needed
- **Rentals & Events** (15% of time)
  - Provide site tours, expectations and checkout instructions to rental groups upon arrival
  - Deliver excellent customer service to guests during their stay
  - Clean facility after rental groups depart and report on their experience

- o Support events at the Science and Learning Center with tasks such as event setup and cleanup, leading activities, and meal-service
- As a small non-profit, we all wear many hats! There will be other duties as assigned.

**REQUIRED QUALIFICATIONS:**

- Demonstrated 1+ year experience teaching and leading outdoor, science-based education programs for youth, such as at a camp or education center.
- Experience or willingness to prepare group meals.
- Demonstrated ability to work well with people of diverse backgrounds, ages and cultures.
- Excellent communication skills including public speaking, writing and editing.
- Demonstrated computer competency.
- Enthusiasm for the mission of the Mount St. Helens Institute.
- First aid and CPR (or higher) certification or willingness to obtain.
- Ability to pass a background check.
- Have a valid driver's license with an acceptable driving record for the past three years.
- Either have COVID vaccination *OR* receive a negative COVID test within 3 days prior to some programs as required by Washington State guidance.

**IDEAL CANDIDATE WILL:**

- Be able to work effectively with minimal supervision.
- Be willing to be coached and open to feedback.
- Be able to think creatively and critically to solve problems.
- Have excellent time-management, organizational, and planning skills.
- Be flexible to changing hours, pressures and deadlines, and an evolving organization.
- Demonstrate cultural competency.

**ABILITIES:** Regular office and computer work is required for 8+hours/day. Regular work for more than 10 hours per day while standing and walking. Ability to travel 2.5 miles on trails. Work will also be conducted outdoors in a variety of weather conditions and terrain. Driving to locations around Mount St. Helens (up to 3 hours) is common. The Science Educator must possess a valid driving license and pass a criminal background check.

**WORKING HOURS:** This is a temporary seasonal position. The Science Educator will work between 20 and 40 hours/week depending on the schedule. Some days will be longer than 10 hours and overnight travel is required. The Science Educator will occasionally be oncall to respond to situations. The schedule will vary based on programs but the schedule will be announced at least 2 weeks in advance.

**LOCATION:** Most of this position will be based at the [Science and Learning Center at Coldwater](#), 40 miles east of Castle Rock, WA on the northwest side of Mount St. Helens. Regular travel around Mount St. Helens and neighboring communities will be necessary with overnight camping at various field sites required. The Science and Learning Center at Coldwater is in a remote location with little cell service.

**POTENTIAL HOUSING SCENARIOS**

MSHI is currently in the process of determining housing options for the Science Educator. Below are a few potential housing scenarios.

1. Housing may be available in a shared duplex or bunkhouse for approximately \$5.55/day either in Amboy, WA (~2 hour drive from the Science and Learning Center) or near the Science and Learning Center.
2. Housing may be available “glamping”-style in a yurt or canvas-walled tent. This housing scenario might include space for an open-air kitchen with power hookups for outdoor refrigeration. Staff would be able to access indoor facilities for showering and restroom use.
3. Space for recreational vehicle (RV) dry camping is available; there are no electric or water hookups or dump stations. MSHI is unable to provide an RV.

**ABOUT US:** MSHI is a non-profit organization dedicated to advancing understanding and stewardship of the earth through science, education and exploration of volcanic landscapes. MSHI functions as a tight-knit group of individuals united in our common passion for Mount St. Helens. We value diversity, good challenges, adventure, fun, partnership and community. We work closely with the Mount St. Helens National Volcanic Monument staff on a daily basis and operate under US Forest Service special use permit.

**OUR COMMITMENT:** The Mount St. Helens Institute fundamentally believes that its employees are a valuable source of ideas for improving operations and making the workplace more interesting and attractive. In order to do so, we ensure that all employees work in an environment free of discrimination. All candidates applying for this position will be reviewed without regard to race, color, creed, religion, sex, age, national origin, veteran or marital status, sexual orientation, or disability. This institution is an equal opportunity provider. Review the Mount St. Helens Institute’s [Diversity, Equity and Inclusion Statement](#).

**COVID NOTES:** MSHI is committed to providing a safe experience for staff, volunteers and participants. We have implemented safety standards and protocols related to preventative health measures based on Center for Disease Control and local health department guidelines. Staff and participants must follow MSHI safety protocols. Educator will be required to either have COVID vaccination or receive a negative COVID test within 3 days prior to some programs as required by Washington State guidance. Employment is contingent on Washington State requirements for outdoor and indoor programming.

**TO APPLY:**

Apply no later than April 18, 2021 at 11 PM. Email the following items to [apply@mshinstitute.org](mailto:apply@mshinstitute.org)

- Subject Line: “Last Name, First Name - Science Educator”
- Cover Letter
  - Name the file as follows “Last Name, First Name - Cover Letter”)
  - Include the following:
    - Why are you interested in this position?
    - How does this position fit with your career goals?
    - What is your available start date? Required end date?
    - Are there any required days off during the season?
    - Your interest in the housing options
- Resume (name the file as follows “Last Name, First Name – Resume”)

Please no phone calls! You may email [apply@mshinstitute.org](mailto:apply@mshinstitute.org) with questions.