



Title: Education Associate

Reports to: Program Manager

Location: Santa Cruz, CA

Status: 40 hrs per week (non-exempt), occasional evenings and weekends as needed

Compensation: commensurate with experience

Apply: Please send cover letter, resume, and 2-3 professional or academic references to Emily Pomeroy (emily@saveourshores.org). Applications considered on a rolling basis.

About the Organization

Save Our Shores is a 501(c)3 marine conservation non-profit that was founded in 1979. Our current mission is to steward clean shores, healthy habitats and living waters to foster a thriving Monterey Bay and Monterey Bay National Marine Sanctuary. A bedrock of the Monterey Bay environmental community, Save Our Shores accomplishes its mission through awareness building (education and outreach), advocacy (promoting smart environmental policy) and citizen action (volunteerism). For more information on Save Our Shores work and history, visit <https://saveourshores.org/>.

Position Description

The Education Associate's primary duties include delivering engaging, hands-on environmental education lessons and field trips to students and youth in the Monterey Bay region. S/he will also deliver survey evaluations to participants and provide feedback and review the curriculum. S/he may assist the Program Manager with other outreach and educational events, including our Dockwalkers program, public beach/river cleanups, Speaker Series events, and some advocacy work.

Education (75%)

Serve as primary staff leading education/school programs.

- Deliver most educational lessons, activities, and field trips to students in grades K-12
- Develop and maintain educational supplies, coordinating with other staff to ensure supplies are shared
- Review and revise educational curricula, with opportunity to write new curricula
- Assist with educational reports
- Assist in writing education-related articles for the Save Our Shores newsletter, website, social media, and e-blasts
- Assist and deliver educational community presentations
- Track and enter educational program data in database

Clean Boating (10%)

Educate boaters on clean boating techniques, with the Volunteer and Outreach Associate.

- Become trained and proficient in Save Our Shores Dockwalkers program

- Deliver Dockwalkers outreach and education during summer weekends
- Prepare and maintain Dockwalkers supplies
- Track and enter Dockwalkers data in database

Beach Cleanups (10%)

Assist staff with beach/river cleanups.

- Lead public beach, river, kayak, or inland cleanups, as needed
- Track and enter cleanup data in database
- Assist with preparation of supplies, logistics, and delivery of Annual Coastal Cleanup day

Advocacy (<5%)

Assist Executive Director with advocacy efforts.

- Attend and assist with advocacy events, such as rallies, protests, public events, and meetings, as needed
- Track and enter data in database

Desired Capabilities, Experience, and Skills

Requirements:

- Experience and/or demonstrated skill and confidence in public speaking, including delivering presentations to large crowds
- Experience in informal and/or formal education at the K-12 level, including knowledge of Next Generation Science Standards
- High level of organization
- Ability to develop and implement complex schedules with multiple external constituents
- Ability to work independently and proactively
- Be a strong team player, flexible, willing to work with others.
- Possess understanding of the California coast, marine science, and local ecology
- An understanding of human impacts on marine systems, such as plastic pollution and climate change
- Demonstrate clear and concise writing

Preference will be given to applicants who:

- Speak Spanish
- Are comfortable with and proficient using Microsoft Office, Adobe Reader, GSuite, WordPress, FaceBook, Instagram, and Twitter

This position requires:

- Driving to attend/deliver events throughout the Monterey Bay region and transporting supplies (such as buckets, grabbers, gloves, etc. that may be sandy and dirty); this mileage is reimbursable
- Standing and sitting for long periods of time
- Walking up and down stairs, 2-3 miles on sandy beaches and uneven ground

- Kayak paddling, as needed
- Lifting up to 50 pounds

Schedule Expectations:

During the school year, this position will most likely work Monday-Friday, predominantly in classrooms and at local beaches. During the week, s/he will work in the office to prepare for educational programs, answer emails, clean and maintain supplies.

During the summer, this position will be responsible for delivering educational presentations and field trips to youth groups, camps, and some schools.

Occasional weekends and evenings may be required but will be communicated ahead of time. Mandatory weekend dates for 2019 include: September 21, October 6.

Compensation is hourly, includes paid vacation and sick leave, health/dental insurance, workers' compensation, and mileage reimbursement.

These duties, percentages, dates, and descriptions are subject to change.