



Weekend Birthday Party Educator Position

Updated April 2024

Woodcock Nature Center is an equal opportunity employer. Applicants with diverse backgrounds, experiences and perspectives are encouraged to apply.

The Woodcock Nature Center is looking for a weekend Birthday Party Educator to deliver our fun and educational nature-themed parties to children turning ages 4 and older. Enthusiasm is a must! Party programs include animal lessons with educational reptiles, amphibians, insects, as well as outdoor exploration components including treasure hunt on trails, scooping with nets in the wetlands, or building natural fairy houses in the woods. Training will be provided for party activities and working with our live animals. This is a part-time weekend position that requires a 4-hour commitment per birthday party (3.5 hours on day of party plus communication time with family and staff prior to party). Parties are held at the Nature Center.

Responsibilities:

- Independently lead children, guests, and accompanying parents in animal lessons and outdoor nature activities.
- Preparatory communication with family and staff during the week.
- Timely communication with parents during the weeks before the party regarding activities and party details.
- Timely communication with Office Manager and Director of Education regarding booking dates and program activities.
- Set up and breakdown of activities and cleaning of party spaces.
- Party Frequency: approximately 4-5 parties per month on average (dependent on the season)

Requirements:

- Must be 21 years or older.
- Position contingent upon satisfactory completion of a background check.

Qualifications:

- Weekend availability (approximately 4 hours per party on Saturday and/or Sunday)
- Previous experience working with children 4-10 years old.
- Excellent communication skills and professional demeanor.
- Fun-loving, creative, and engaging personality.
- Comfortable working with all types of animals (reptiles, amphibians, insects, etc.).
- Willingness to get dirty and work hard in all weather (including cold, heat, humidity, and rain).
- Ability to be physically active for most of the day (carry scavenger hunt items out on trails, keep pace with children on trails).
- First Aid/CPR/AED certified or willingness to become certified.
- Ability to work independently.
- Reliable transportation.
- Nature, science, or natural history background is strongly preferred.

Compensation: \$20 per hour (\$80 per 4 hour party)

To Apply: Send a Cover Letter, Resume, and Contact info for 2 references to Sarah Breznen, Education Director, at sbreznen@woodcocknaturecenter.org *Applicants who do not provide all of the documents listed above may not be considered.*