



HANA AND ARTHUR GINZBARG

nature discovery center

7112 NEWCASTLE ST
BELLAIRE, TX 77401
713.667.6550

www.naturediscoverycenter.org



Nature Discovery Center Education Specialist Job Description

OUR WORK

Mission and Overview: The mission of the Nature Discovery Center (NDC) is to ignite lifelong curiosity, understanding, and respect for nature through education. We believe a personal connection to nature is an essential part of life. By offering an interactive hands-on approach to learning, we strive to nurture the inquiring mind, awaken a natural curiosity and sense of wonder, and spark an interest in the stewardship of nature.

The Center is a four-acre nature park devoted to Texas native plants and animals and the ethic of preservation in a unique environment. The Center is home to the 1925 craftsman-style Henshaw House, which serves as the nature center building. The Center also includes Russ Pitman Park, with five-habitat zones representative of the Texas Gulf Coast, including Prairie Wetland, Shady Wetland, Pocket Prairie, Riparian and Woodland environments. Over 70,000 visitors enjoy the Nature Discovery Center by participating in preschool programs, camps and family events, birding, and attending adult lectures.

The Nature Discover Center employs Education Specialists with a passion for science, nature, and community engagement in conservation. They teach programs to various audiences as well as communicate with the public, our members, and our donors about our mission, our programs, our nature park habitats and local wildlife. They are also responsible for helping to provide high quality care of our ambassador animals that live at the Center.

JOB SUMMARY

The Education Specialist reports to the Executive Director and works closely with the Head Naturalist/Educator. The Education Specialist is responsible for implementing revenue generating programming, engaging the local community in the mission of the NDC, and working with volunteers to care for our collection of ambassador animals. They will also be responsible for coordinating the animal husbandry duties for our ambassador animals amongst the volunteers and staff.

Job Overview:

- Hourly or Salaried: Salaried Position
- Salary range: \$35K - \$40K
- Time: 40 hours per week; full-time position
- Location: 100% time in-person at 7112 Newcastle, Bellaire, TX, 77401

Primary Responsibilities:

- Develop and implement new revenue generating programs that are mission-focused and engages all members of the local community in environmental education and conservation
- Facilitate current programming including but not limited to Scout programs, birthday party programs, school field trips, day camps, and outreach programs
- Assist in caring for the NDC Ambassador Animal collection to ensure the highest standard of animal husbandry and enrichment are being kept
- Utilize live ambassador animals and biofacts in a proper, respectful manner within all programming
- Manage teams of volunteers to ensure they are properly trained, scheduled, and prepared to assist with tasks throughout the Nature Discovery Center
- Work collaboratively and creatively with the team at the NDC to further our mission

Education, Experience, and Skills:

- Deep appreciation and understanding of the NDC's mission and the ability to articulate its values and vision internally and externally.
- College degree in biology, education, or other conservation/environmental related field preferred
- High school or General Education Development (GED) with at least three years of informal education experience plus experience in environmental education, conservation, and animal husbandry will be considered
- Computer skills, including proficiency in Microsoft Word and comfort with Excel
- Excellent leadership, organizational, collaborative, interpersonal oral and written communication skills
- Must be willing to handle ambassador animals including invertebrates and snakes
- Must have a valid driver's license plus reliable transportation
- Must be First Aid/CPR certified or willing to obtain certification
- Must have a basic knowledge of native flora and fauna found in Texas Gulf Coast ecosystems
- Master Naturalist preferred
- Certified Interpretive Guide (CIG) preferred

Please send resume and cover letter to:

DeAndra Ramsey, Executive Director

dramsey@naturediscoverycenter.org

Nature Discovery Center, 7112 Newcastle, Bellaire, Texas 77401

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