

CONSERVANCY

FOR CUYAHOGA VALLEY NATIONAL PARK

1403 West Hines Hill Rd., Peninsula, Ohio 44264 | 330-657-2909 | www.conservancyforcvnp.org

Position Announcement

Part-Time Instructor

November 21st, 2022

Who we are:

The Conservancy for Cuyahoga Valley National Park is the official friends group and philanthropic partner for Cuyahoga Valley National Park (CVNP). With a mission to enrich people's lives and enhance our region by inspiring use, preservation and support of Cuyahoga Valley National Park. The Conservancy and the National Park Service (NPS) work in partnership to manage educational and recreational programs for students, youth, adults and intergenerational groups. The Conservancy and NPS work together to offer quality programs and events that are in accordance with best practices for safety and health in respect to COVID-19.

We are committed to equity and justice in our organizational practices. We embrace diversity and practice inclusion internally and externally, assuring that all people are welcome in the park, in employment, in volunteerism and in Conservancy programs. We strive to provide a welcoming, collaborative, fun, and meaningful work environment and are committed to the health and well-being of our employees.

The opportunity:

Are you passionate about the power of nature? A believer in the right of all to enjoy outdoor space? Do you feel compelled to teach and empower the next generation? If so, we are looking for you. The Cuyahoga Valley Environmental Education Center is seeking motivated program instructors to work with learners of all ages. Be part of something special and join our dedicated team of talented instructors today!

Position Description, Essential Duties (other duties as assigned):

What you'll do:

- Teach in-person and virtual programs, specifically focus on leading programs for 2nd and 4th graders.
- Teach pre- & post-site activities for participating schools.
- Assist the Program and Education team in outreach, booking, follow-up, and maintaining records.
- Approach all duties through a lens of inclusivity and equity, considering the voices and perspectives that may be missing and audiences that may be underrepresented or underserved.
- Serve as ambassador for the Cuyahoga Valley Environmental Education Center Campus and the Conservancy.
- Other duties as assigned.

Minimum Qualifications:

Candidate we're looking for:

- Ability to teach in-person as well as virtual programs.
- Ability to effectively present information to public groups particularly students and teachers, as well as, management and colleagues.

- Experience in environmental issues, science, arts, education or comparable experience working with children is preferred.
- Skills needed include competency or willingness to learn: online conferencing software such as Google classroom, Zoom or Teams, word processing, Internet software, E-mail, telephone, fax, computer, laptop, tablet, laminating machine, audio-visual equipment and scientific testing and monitoring equipment.
- Applicant must have weekday daytime work availability and reliable transportation to and from the work site, including off-site programs when applicable.
- Employee must have valid First Aid and CPR certification. Training will be provided upon hiring if employee does not have existing certification.
- While performing the duties of the job the employee must be able to frequently walk between campuses and hike on uneven terrain for up to 3 hours up to 3 times a day. The employee is often exposed to outside weather conditions while hiking on the trail or walking between campuses. Employee is occasionally required to lift up to 50 pounds; this position requires low to moderate amounts of time on the phone and keyboarding; the employee may be required to sit up to 4 hours at a time.
- Employees who are required to drive a Conservancy and/or government vehicles per their essential job duties must have a valid Driver's License, evidence of insurability, and meet our driving record policy. Employee may be required to participate in and pass the government Defensive Driving course
- All employees of the Conservancy for Cuyahoga Valley National Park are required to submit to a background check and/or fingerprint check prior to employment. Employees of who will be working around children must be fingerprinted for criminal record check for the state of Ohio and FBI fingerprint checks. The Ohio BCI and FBI fingerprint checks are repeated every five (5) years. All employees working with children must also sign an Annual Voluntary Disclosure Statement and will be checked against the National Sex Offender Database website on an annual basis.
- The Conservancy's COVID-19 Safety Policy is that all employees entering the workplace must be fully vaccinated against COVID-19. Requests for accommodation for religious or medical reasons will be evaluated in accordance with applicable law.

Status/Pay/Benefits: Part-Time, Non-exempt, \$17/hour. No benefits associated with this position.

To Apply: Send cover letter and resume to apply@forcvnp.org, with the subject line reading **Part-Time Instructor**. This is an immediate opening and posting closes when position is filled.

The Conservancy provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, military obligations, or veteran status.