



JOB POSTING

Posting Open: 01/01/2018

Posting Closed: 01/31/2018

Department: Niabi Zoo

Job Classification: Zoo Educator

Employment Type: Seasonal

JOB DESCRIPTION:

See Attachment

Salary: \$9.75/hr.

PLEASE SUBMIT ALL APPLICATIONS TO:

**Niabi Zoo
Attn: Field Office Manager
13010 Niabi Zoo Road
Coal Valley, IL 61240
hstockton@niabizoo.com**

NIABI ZOO

Preserve. Conserve. Educate.

POSITION DESCRIPTION

POSITION TITLE: Zoo Educator

DEPARTMENT: Education

JOB RELATIONSHIPS:

Reports to: Curator of Conservation & Education

Supervises: N/A

BASIC FUNCTION:

This position connects guests to animals and nature by providing exceptional educational programs, guest experiences, and contributions to conservation science. Zoo Educators present programs for all ages, provide mentorship for Junior Zoo Keepers, handles program animals, helps plan education lessons, as well as research and writes education material. The employee must be able to adapt to changing needs while receiving individual/on-going assignments from the supervisor, generally indicating work to be done, limitations, quality and quantity expected, deadlines, and priority of assignments. This position receives assignments from the Curator of Conservation and Education, who defines objectives, priorities, and deadlines, and assists with unusual situations that do not have a clear precedent. This seasonal position is part time and requires 20-30 hours of work per week from mid-May through early August (as available). Training classes on some weekends in March, April, and May are required.

PRIMARY DUTIES AND RESPONSIBILITIES:

1. Attend all required trainings (zoo history, interpretation skills, animal areas, on-line coursework) and be proficient in communicating learned material and utilizing interpretive techniques.
2. Leads on-site educational tours for school field trips.
3. Presents on-site educational programming including classes, Zoo Camp, Animal Tales, Critter Chats with live animals, animal/habitat interpretation.
4. Assist with Zoo2U educational outreach programs presenting live animals and biofacts.
5. Conducts birthday parties with an environmental emphasis.

6. Assists in the planning and implementation of all special events.
7. Ability to research and write educational materials such as animal fact sheets, display information, web content, and materials for educators (lesson plans, presentation content, etc.).
8. Maintains a professional appearance in proper designated uniform during regular zoo hours.
9. Represents the zoo and the education department in a professional manner and promotes its interests both internally and externally.
 - a. Represents the zoo's position and interests in animal care, conservation, welfare and other issues in a professional, well-informed, positive, and responsive manner.
 - b. Keeps abreast of trends, information, and emerging issues related to areas of responsibility.
 - c. Represents the zoo to external visitors, Board members, donors, visiting colleagues, etc.
10. Follows all safety procedures that pertain to the duties performed.
11. Performs other related duties as assigned.

POSITION REQUIREMENTS AND SPECIFICATIONS:

Education, Experience, & License Requirements

- Must have obtained or be in pursuit of bachelor's degree in fields related to biological/environmental/life sciences, education, etc.
- One year of experience involving formal or informal education
- Prefer experience in handling of a variety of animals
- Experience with public speaking, interacting with the public and excellent communication and writing skills required.
- Must have an appropriate, valid driver's license.

Competency and Knowledge Requirements

- Knowledge of the animal kingdom and natural history.
- Ability to work with and care for all types of live animals used in programs.
- Organize and present enthusiastic, educational and interactive programs.
- Must be dependable, courteous and able to work with people of all ages.
- Must be able to research and interpret data and implement into written form for presentations.
- Strong interest in/commitment to conservation, animals, and the natural world.
- Knowledge of departmental practices, policies, and procedures.
- Ability to establish and maintain effective working relationships with staff, Niabi Zoological Society board members, Rock Island County Forest Preserve District representatives, volunteers, dignitaries, and the public.
- Ability to be an effective decision-maker and problem-solver.

- Strong interpersonal and communications skills, including verbal, written, and listening skills.
- Strong observation, analytical, and organizational skills and abilities.
- Must be flexible, cooperative, and able to adapt easily to shifting priorities.
- Must be willing to work nights, weekends, and holidays as needed.
- Ability to perform duties in all weather types and indoor/outdoor environments.

Physical Requirements

Position involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, climbing, working in confined spaces, and lifting or carrying moderately heavy (20-50 pound) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or office equipment requiring the manipulation of multiple controls, fine adjustments or both; or the sustained operation of items such as a keyboard or adding equipment.

Environmental requirements

Position may require frequent exposure to adverse environmental conditions. Must tolerate heat, cold, smells, dirt, biological functions, moisture, etc.

Sensory Requirements

Position requires visual perception and discrimination. Position requires color perception and discrimination. Position requires sound perception and discrimination. Position requires taste perception and discrimination. Position requires odor perception and discrimination. Position requires depth perception and discrimination. Position requires texture perception and discrimination. Position requires oral communications ability.