



**JOB POSTING**

**Posting Open:** 01/01/2019

**Posting Closed:** 02/08/2019

**Department:** Niabi Zoo

**Job Classification:** Zoo Educator

**Employment Type:** Seasonal

**JOB DESCRIPTION:**

**See Attachment**

**Salary:** \$9.75/hr.

**PLEASE SUBMIT ALL APPLICATIONS TO:**

**Rock Island County Forest Preserve District  
Attn: Niabi Zoo  
19406 Loud Thunder Road  
Illinois City, IL 61259**



## POSITION DESCRIPTION

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**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, engage guests during interactive animal/habitat interpretation, help plan educational events, help oversee volunteers, provide mentorship for Junior Zoo Keepers, as well as research and write education material. Zoo Educators operate in a fast paced work environment and 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 & Education, who defines objectives, priorities, and deadlines, and assists with unusual situations that do not have a clear precedent. Supervision is provided by education department coordinators. This seasonal position is part time and requires 21-32 hours of work per week from mid-May through mid-August and may extend through the fall (as available). Training will begin in April and continue on the job.

**PRIMARY DUTIES AND RESPONSIBILITIES:**

1. Attend all required trainings (interpretation skills, conservation, zoo history, animal areas, on-line coursework) and be proficient in communicating learned material and utilizing interpretive techniques.
2. Actively serve as an animal/habitat interpreter and provide guidance for volunteer interpreters.
3. Lead on-site educational tours for school field trips and guest tours.

4. Present on-site educational programming including classes, Zoo Camp, Critter Chats with biological artifacts.
5. Assist with Zoo2U educational outreach programs presenting biological artifacts and possibly ambassador animals (once trained).
6. Conduct birthday parties with an environmental emphasis.
7. Assist in the planning and implementation of animal event days and special events while overseeing event volunteers.
8. Research and write educational materials such as animal fact sheets, display information, web content, and materials for educators (lesson plans, presentation content, etc.).
9. Receive training on Education Office operation, may answer phone and emails, communicate via radio, and follow up on messages.
10. May receive training in handling and presenting ambassador animals (with longer commitment).
11. Maintains a professional appearance in proper designated uniform during regular zoo hours.
12. Maintains professional behavior and attitude toward guests, co-workers, volunteers, interns, and at all times when in uniform.
13. 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.
14. Follows all safety procedures that pertain to the duties performed.
15. 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 but not required
- 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 around all types of live animals (invertebrates, reptiles, birds, small mammals, amphibians) 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.
- Gain knowledge of departmental policies, procedures and put practices to use.
- Ability to establish and maintain effective working relationships with staff, volunteers, Rock Island County Forest Preserve District representatives, dignitaries, and the general 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 (up to 30 pound) items; or may involve the complex operation of gasoline/electric machinery or office equipment requiring the manipulation of multiple controls, fine adjustments or both; or the sustained operation of items such as a keyboard.

### **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.