

# Environmental Educator & School Programs Coordinator

## About Us

Bonnyvale Environmental Education Center (BEEC) is a nonprofit nature center in southern Vermont dedicated to connecting people of all ages with the natural world. Through hands-on environmental education programs, community events, and stewardship of our trails and habitats, we inspire a deeper understanding and appreciation of the environment.



## Position Overview

Join BEEC's team of passionate, experienced educators in providing high-quality, hands-on environmental learning opportunities to local youth. We are seeking a dynamic educator with a strong background in both teaching and science to help us meet the evolving needs of our community. As a small nonprofit, we value team members who are flexible, collaborative, and excited to take on a variety of roles in dynamic settings. This position combines direct teaching with program coordination and offers opportunities to be creative, work outdoors, and make a lasting impact.

## Key Responsibilities

### Environmental Educator

- Co-develop and lead programs for schools, day camps, after-school programs, family programs, and other enrichment opportunities, alongside a team of instructors.
- Deliver environmental education lessons in both classroom and outdoor settings.
- Design curriculum and develop supporting materials.

### School Programs Coordinator

- Oversee planning, scheduling, and implementation of school-based programs.
- Serve as the primary contact for school partners.
- Evaluate and adapt programming to meet school and community needs.

### Additional Responsibilities

- Provide program and event support, including preparing materials and light building or grounds setup.
- Write occasional nature-based articles for local publications.
- Work closely with the Youth Programs Director and report to the Executive Director.

## Required Qualifications & Skills

- Bachelor's degree in a relevant field, including at least 21 credits in school-age education
- Experience teaching children both in the classroom and outdoors
- Background in environmental education or the natural sciences
- Familiarity with inquiry-based, place-based, or experiential education models
- Ability to work outdoors in all weather conditions throughout the year
- Strong written and verbal communication skills

- Good organizational skills and attention to detail
- Proficiency with Google Workspace
- Ability to work independently and collaboratively as part of a team
- Must be at least 20 years old with reliable transportation
- Must pass a national background check
- Current First Aid & CPR certification, or willingness to obtain
- Mandated reporter certification, or willingness to obtain

### **Optional Qualifications**

- Vermont teaching license

### **Compensation & Benefits**

- Core working hours are 9-3, Mon-Fri, but can vary due to after-school programs, occasional weekend programs, and day camps during the school year. Summer camp hours are 8-4, Mon-Fri.
- The person in this position will work an average of 30 hours per week.
- Pay is \$20-25 per hour, commensurate with qualifications and experience.
- Flexible schedule and hybrid work options, but there is an expectation for in person attendance at weekly staff meetings and in-office, collaborative work.
- Paid time off and holidays.
- Professional development opportunities.
- Work in a beautiful natural setting with a mission-driven, supportive team.

### **To Apply**

Send a cover letter and resume to [jobs@beec.org](mailto:jobs@beec.org)

Position open until filled.

BEEC is an equal opportunity employer, striving for a diverse workplace. We encourage all qualified candidates to apply. For more information about BEEC and what we do, visit [BEEC.org](http://BEEC.org)

### **Bonnyvale Environmental Education Center**

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