

Position Announcement
Anticipated Hiring by May, 2014

Position Title: Education Specialist
(Environmental Specialist I - \$14-15/hour OPS- Health benefits available)

Organization: Apalachicola National Estuarine Research Reserve, Florida Coastal Office,
Florida Dept. of Environmental Protection

Organization's Mission: *To improve the understanding and stewardship of the Apalachicola Region's estuaries and coastal watersheds.*

Location: Apalachicola National Estuarine Research Reserve, 108 Island Drive, Eastpoint,
FL 32328

Position Summary: The Education Specialist will work with the Reserve's Education Section and other Reserve staff to develop, provide and promote educational and training opportunities offered by the Reserve. Emphasis of the Education Specialist's work will be on estuary and coastal watershed education activities including field study, professional training, visitor services, outreach activities and delivery of on-site and off-site K-12 programs with students and teacher training. The incumbent will be responsible for working collaboratively with other environmental professionals on coastal issues, program development and logistics and maintenance of education program facilities, supplies and equipment used in programs.

Preferred Background: A bachelor's degree from an accredited institution in one of the biological or environmental sciences or education. Preferred qualifications include experience with coastal ecology and resource management issues, public speaking and group facilitation experience, related experience with non-formal education program development and/or implementation, excellent verbal and written communication abilities, strong organizational skills, proficiency with desktop computer software, and experience with working in a team setting.

General Responsibilities (to include, but not limited to):

1. Assist Education staff in the development and delivery of educational programs provided on-site for local schools and community groups.
2. Assist Education staff in the development and delivery of educational programs provided off-site at local schools, civic organizations and educational facilities.
3. Coordinate program planning and delivery with education staff and other Reserve workgroups, assist with databases and publicity for events, occasional written reports and newsletter articles, facilitate educational workshops including registrations, set-up, developing agendas, etc.
4. Participate in evaluation of Education activities delivered by the Reserve.
5. Assist in production and posting of web-based announcements, activities and resources for the Reserve's Education program.
6. Periodically provide visitor services at the Reserve's Nature Center.
7. Attend trainings, meetings and conferences as directed.

8. Complete and submit in a timely manner all required reports and timesheets and other assignments as required.

Qualifications:

1. An independent, self-motivated, creative and resourceful individual who enjoys working with children and adults in outdoor settings.
2. Ability to communicate and interact in a positive, professional manner with various populations such as: project partner(s), colleagues, elected officials, community volunteers, students and the general public.
3. Possession of a bachelors or graduate level degree. Although not required, degree in natural resources, wildlife management, ecology, oceanography, biology and/or education would be beneficial).
4. Interest or experience in natural resources, biology and/or education.
5. Familiarity with coastal environments is helpful but not required.
6. Familiarity and experience with handling boats and using scientific field collecting equipment is helpful but not required.
7. Familiarity with care and maintenance of marine aquaria and organisms is helpful but not required.
8. Strong organizational and interpersonal communication skills.
9. Ability to work a flexible schedule, including some evenings and weekends.
10. Ability to attend and travel to meetings in various parts of the region.
11. A cooperative manner and the ability to work as part of a team.
12. A willingness to ask questions for clarification and job completion.
13. Valid driver's license and good driving record.

Please send letter of interest and resume to:

Erik Lovestrand, Education Coordinator
Apalachicola National Estuarine Research Reserve
108 Island Drive, Eastpoint, FL 32328

For more information about this position please contact Erik at (850) 670-7711, or at Erik.Lovestrand@dep.state.fl.us

Deadline for Applications: Letters and resumes need to be received via email or postmarked no later than **May 12, 2014** if mailed.