**Environmental Education and Outreach Coordinator**

**Bonnyvale Environmental Education Center, Brattleboro, VT**

The Bonnyvale Environmental Education Center (BEEC) is a member-based nonprofit organization founded in 1991 to foster experiences that inspire connection to the natural world and its many inhabitants. To achieve its mission, BEEC provides a variety of educational programs and initiatives to create an involved group of community scientists and involved, caring stewards of our land. Education will be an integral part of the AmeriCorps position. This summer, we will provide high-quality day-long youth camps. We will enhance our outreach to families in order to bring quality environmental education experiences to a broader range of residents. In addition, we will offer a variety of public programs designed to give people direct experience with the natural environment and develop their scientific understanding of local ecosystems and their inhabitants.

This position is part of the Vermont Housing & Conservation Board AmeriCorps (VHCB AmeriCorps). The VHCB AmeriCorps program supports the innovative dual-goal approach to creating stable affordable housing opportunities for Vermont residents while preserving the natural and working landscape. VHCB AmeriCorps is a national service program that places members with non-profit housing or land and energy conservation organizations around the state.

BEEC fosters experiences that inspire connection to the natural world and its many inhabitants. Some of our programs are more action, or task, oriented, while others focus on education, both in a hands-on face-to-face context and through the dissemination of printed and electronic documents. The Environmental Educator and Outreach Coordinator will support and help develop these efforts.

**Essential Functions:**

- Co-lead environmental education youth programs and camps.
- Compile curriculum and materials for youth programs and camps.
- Trail maintenance, invasive plant management, and stewardship of BEEC properties.
- Write a final report outlining summer of service, documenting number of hours spent, number of attendees, etc.
- Participate in an Independent Service Project under the guidance of VHCB AmeriCorps.
- Participate in VHCB AmeriCorps Trainings, Service Days, Events, and Program Initiatives.
- Engage in professional and personal development activities and networking opportunities.
Secondary Functions:

- Assist with the development of BEEC’s printed and electronic outreach materials (e-newsletter, website, social media, posters, etc.)
- Represent BEEC at community service fairs and other events
- Assist with public programs and nature walks
- Conduct outreach and support to BEEC volunteers
- Utilize technology to help develop and promote BEEC programs

Desired Qualifications:

- Some teaching experience with school-age children
- A strong interest and reasonable understanding of the natural world
- Strong communication skills
- Ability to serve independently and as part of a team
- Self-starter with strong initiative and follow through
- Strong organizational skills and service ethic
- Ability to be creative flexible and adapt to new situations from day to day
- Comfort serving outdoors in all weather conditions with groups
- Willingness to serve on some evenings and weekends

Minimum Qualifications:

- Enjoys engaging youth and sharing the wonders of nature
- Ability to follow COVID guidelines and implement protocols; current vaccination status required
- Drivers License with access to a personal vehicle
- First Aid & CPR Certification, or willingness to obtain certification
- Be a US citizen or have permanent resident status;
- Be at least 18 years of age upon entering the Pre-Service Orientation or 17 years of age with written parental permission that has been verified by phone;
- Be a high school graduate, have a GED certificate, or be willing to work towards a GED as part of the service-term. A member cannot have dropped out of high school to join AmeriCorps.
- Has not been convicted of murder or sexual assault and is willing to undergo a National Service Criminal History Check
- Be committed to the VHCB AmeriCorps program’s ethic of service and personal and professional development of its participants;
- Have the ability and enthusiasm to drive to, attend, and participate in required trainings and events, and be prepared to drive up to 2-3 hours each way.
- Available to regularly serve 40 hours per week
Additional Information:

Service will be performed primarily outdoors, some will be performed remotely using collaborative technology, and some will take place within a classroom and office with COVID considerations. All in-person programs will be offered within COVID guidelines in place. There is some flexibility in the schedule. The member will serve a schedule that may include evenings and weekends. BEEC’s culture is one of respect for the natural world and for our colleagues. We foster and participate in open communication and collaborative decision-making.

Position begins May 18th, 2022 and ends August 23rd, 2022.

This position is **Quarter Time**: Requires 455 hours of service for an average of 40 hours per week for 13 weeks. Member will receive a living allowance of $5,400 (pre-tax), and an education award of $1,678.57 (pre-tax) upon successful completion of service.

Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.

This position does have recurring access to vulnerable populations (youth, persons over 60, individuals with disabilities).
To Apply:  https://vhcb.org/our-programs/vhcb-americorps/positions

For questions about this position or to send additional materials:

    Kristina Weeks, PO Box 2318, Brattleboro VT,  admin@beec.org, 802-257-5785

Application deadline: April 8th, 2022.

Additional information on AmeriCorps is available at www.americorps.org.

The Vermont Housing & Conservation Board (VHCB) is sponsoring this AmeriCorps position through their AmeriCorps Program. VHCB is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran’s status, religion or creed.

Member Name:___________________________    Signature:_______________________