**Tanglewood Nature Center is looking for a part-time (25 hours/week), temporary, Summer Program Educator for 10 weeks in the summer of 2017, starting June 5th and ending August 18th. Please send application and cover letter via email or US postal to, Elaine Spacher, Executive Director, Tanglewood Nature Center, 443 Coleman Ave., Elmira, NY 14903,** **elainems@stny.rr.com** **by April 30, 2017. NO phone calls please!!**

**Summary:** The Summer Program Educator reports directly to the Executive Director and is responsible for presenting educational programming to both children and adults. Educator will be responsible for on and off-site programming, including: learning curriculum, teaching and safely handling animals, keeping track of scheduling, and communicating regularly with all Tanglewood staff. Must maintain a fun and safe environment for the participants. This position can possibly fill a college internship requirement. See your school career services for details.

**Requirements:** Must be at least 18 years of age or older and will need a clean driving record and have to pass a background check. Must be available to work varied hours (for a total of 25 hours each week at NYS minimum wage) on Mondays – Fridays during the times of 8:30am- 5pm from the week of June 4th- August 18th.

**Qualifications:** Previous work at a summer camp or nature center and/or other education experience with large groups of children and/or adults. Must enjoy working with people of all ages and abilities and be comfortable handling live animals of all types (arthropods, amphibians, reptiles, mammals, birds). Should also have experience/interest in some fields of science such as biology, environmental science or related field as well as a general knowledge of New York ecosystems and love for the outdoors. Outgoing and energetic personality and someone who is organized, quick-learning, mature, able to work without supervision and trustworthy is a must.

**Supervisor:** Directly responsible to Executive Director.

**Hours/Salary for Temporary Hire:** 10 weeks, 25 hours/week, $9.70/hr. No benefits. One position available.

This job description in no way states or implies that these are the only duties to be performed by this employee. He or she will be required to follow any other instructions and to perform any other duties requested by his or her supervisor.