



**PHILADELPHIA
PARKS & RECREATION**
ENVIRONMENTAL EDUCATION

Department: Philadelphia Parks & Recreation

Division: Environmental Education

Title: Recreation Specialty Instructor (RSI)

Type: Seasonal, Summer

Timeframe: Dates to be determined, possibly May-Aug 2018

Salary/Hours: \$10.88/hour, 35 hours/week (Some evening and weekend hours required)

Locations:

Cobbs Creek Community Environmental Center

(Cobbs Creek Park, West/Southwest Philadelphia)

Pennypack Environmental Center

(Pennypack Park, Northeast Philadelphia)

Wissahickon Environmental Center

(Wissahickon Valley Park, Northwest Philadelphia)

Philadelphia Parks & Recreation is seeking nature enthusiasts who are passionate about education to assist with summer programming at Cobbs Creek Community, Pennypack, and Wissahickon environmental centers in Philadelphia's park system. These centers are situated in expansive, lush natural spaces that provide idyllic locations for nature exploration-- each one has more than 1,600 acres of woodland, meadow, and stream-side habitat. Summer educators work alongside year-round education staff to facilitate immersive environmental programs for children and adults on streams, forest ecology, watersheds, native wildlife, and plants. This position provides an invaluable opportunity to practice hands-on outdoor teaching techniques and learn more about the inner workings of an environmental center.

The Summer Educator/RSI position requires an energetic, self-motivated, and organized person who can work independently as well as collaboratively with the rest of the center's team. Summer educators report directly to the Environmental Education Program Specialist, but are supervised and supported by the entire full-time team. This position will have an irregular schedule that includes early mornings, evening, and weekend work, and mandatory work during the full weeks of summer camp: June 18, June 25, July 16, July 23, and August 13.



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Essential Duties & Responsibilities

- Assume responsibility of educator and counselor at summer nature camp (ages 6-12), leading and structuring activities throughout the day.
- Assist and lead environmental education programming in the park for visiting recreation centers and school field trips.
- Assist staff with administrative functions such as program scheduling, office management, website maintenance, social media updates, exhibit maintenance, and other day-to-day operations.
- Create and sustain self-guided projects to expand upon or support the environmental center in unstructured time.
- Develop informational material about relevant seasonal educational topics at the center, such as monarch migration, medicinal plants, or invasive earthworms.

Skills & Requirements

- Strong work ethic; able to prioritize and accomplish necessary tasks without supervision;
- Independent and self sufficient;
- Proclivity for self management; ability to figure out on one's own what needs to be done;
- Experience working with children and/or teenagers; energy, patience, and excitement around working with youth;
- Confidence in problem-solving abilities;
- Effective communication skills;
- Developed teamwork skills;
- Creativity in lesson planning, creating fun & educational activities for kids;
- Improvisational skills as new challenges or questions arise during programming

Requirements

- Resident of the City of Philadelphia;
- At least two years of study at an accredited college or university;
- Coursework or knowledge in biology, education, forestry, or similar environmental field;
- Physical ability to hike, lift, and climb stairs and work outside in adverse conditions;
- Preferred experience teaching kids and/or teenagers;



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Materials required in your application for this position:

1. 1 or 2 page resume in PDF form or hard copy. The file name should include your first name, your last name, and the word "resume" (e.g., Henry Houston Resume)
2. 1-page cover letter in PDF form or hard copy. The file name should include your first name, your last name, and the words "cover letter" (e.g., Henry Houston Cover Letter)
3. Applications will be considered incomplete if they do not include the two items above, in the lengths and title formats specified. You will be notified by email when your application is received.

TO APPLY, send resume and cover letter directly to the center where you are interested in working:

Tony Croasdale
Cobbs Creek Community Environmental Center
700 Cobbs Creek Parkway
Philadelphia, PA 19143
(215) 685-1900
tony.croasdale@phila.gov

Peter Kurtz
Pennypack Environmental Center
8600A Verree Road
Philadelphia, PA 19115
215-685-0470
peter.kurtz@phila.gov

Patricia Fries
Wissahickon Environmental Center
300 W. Northwestern Avenue
Philadelphia, PA 19118
215-685-9285
patricia.fries@phila.gov