

**Lakes Environmental Association (LEA)
Environmental Educator**

Job Description

The Environmental Educator provides a public face for LEA in the school systems and community and aids LEA staff with community and membership outreach. The Environmental Educator's immediate supervisor is the Education Director but this position ultimately reports to the Executive Director.

Education

- Provide regular environmental education programs to 5th graders in the surrounding elementary schools
- Assist education director with all school-based field trips
- Aid education director with planning and implementation of Eco-Explorers Camp
- Work with education director to provide regular indoor and outdoor public education programs, including at the Maine Lake Science Center, Holt Pond, Highland Research Forest, and on the Stevens Brook Trail
- Schedule and host regular trainings for contractors and real estate agents at the Science Center
- Run Stream Explorers program for LEA

Outreach

- Assist office manager with fundraising admin and database maintenance
- Coordinate contractor and real estate agent trainings at the Maine Lake Science Center

Other duties

- Assist invasives prevention director with Courtesy Boat Inspection tasks
- Provide content to planning and land use manager for social media
- Contribute to LEA newsletter
- Pursue professional development opportunities

Minimum Qualifications

- BA/BS degree or equivalent
- Excellent communication skills (written, verbal, graphic)
- Strong organizational and time management skills
- Competency with Microsoft Office and Google platform
- Strong personal interest in environmental education
- Valid driver license and reliable transportation

Desired Knowledge, Skills, and Experience

- Experience with environmental education
- Proficiency working website (Wordpress), and donor databases (Little Green Light
- Interest in lake and watershed preservation and management

Location: This position will work out of LEA's Office building at 230 Main Street in Bridgton but will also travel to the surrounding schools (Stevens Brook Elementary School, Lake Region Middle School, Harrison Elementary School, Sebago Elementary School, Songo Lock Elementary School) to teach in-class and outdoor lessons.

Compensation: Annual salary range beginning at \$38,000 and commensurate with experience, plus paid time off, health, and retirement benefits.

Hours: This is a full-time equivalent position; flexible work arrangements are negotiable

To Apply: Please submit a cover letter, resume, writing example, and contact information for three recent references to mary@mainelakes.org. LEA will begin interviewing candidates in September with a goal of onboarding the successful candidate in November/December, 2023. No phone calls please.