

# Squam Lakes Natural Science Center – Guided Discoveries Instructor

**Employment Title:** Nature Day Camp, Guided Discoveries Instructor

**Employment Classification:** Non-exempt

**Employment Type:** Seasonal, full-time

**Schedule Details:** 40 hours per week from June 12 through August 23, 2023

**Immediate Supervisor:** Education Director

**Hourly Rate:** \$16.00 per hour

**Purpose:** Squam Lakes Natural Science Center is seeking an energetic and passionate candidate to serve as Guided Discoveries Instructor for our dynamic, 8-week summer day camp program. Science Center day camps encourage discovery, learning, and outdoor play in and about the natural world for kids ages 4 through 12. Our camps are active and emphasize time spent outdoors—even when it is raining, hot, or chilly. The Guided Discoveries Instructor works alongside the Guided Discoveries Coordinator and is responsible for planning educational activities, leading day camps, handling live animal ambassadors, and performing other tasks that support the safety and success of the program. The Guided Discoveries Instructor must be available to work Monday through Friday, June 12 – August 23, 2023 (start date is negotiable). These dates include training and planning time and eight weeks of camp sessions.

**Essential Functions:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Plan and lead innovative, engaging, and age-appropriate activities for eight weeks of nature and science-themed camps targeted for youth ages 4 through 12.
- Develop weekly lesson plans.
- Provide high-quality customer service to campers and parents.
- Handle animals for educational purposes while ensuring the safety of animals, campers, and yourself.
- Model respectful, positive, and considerate personal interactions through reinforcing, reminding, and redirecting negative camper behaviors to provide a positive experience for all campers.
- Create engaging displays in the Guided Discoveries Classroom to provide a welcoming environment for campers and parents.
- Care for, maintain, and develop high-quality program supplies and equipment.
- Maintain cleanliness and safety of all program and office spaces.
- Ensure the safety of the site, activities, and participants; report any accidents, injuries, and safety concerns to Guided Discoveries Coordinator.
- Other duties as assigned.

## Education and Qualifications:

- Must be at least 18 years of age.
- Must be able to successfully pass a background check to interact with children.
- High school diploma or equivalency is required.
- Bachelor's Degree or two years of experience in environmental education, interpretation, recreation, or related field or teaching experience with nature-based centers or camps.

**Knowledge, Skills, and Abilities:** The requirements listed below are representative of the knowledge, skills, and/or abilities required to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Ability to communicate effectively with diverse audiences.
- Previous experience working with youth ages 4-12 in an outdoor setting.
- Knowledge of New Hampshire's natural history.
- Animal handling experience.
- Ability to play a musical instrument(s) and willingness to play with/in front of kids.

- Willingness to sing songs with campers.
- Demonstrated public speaking skills and ability to communicate with enthusiasm.
- Computer literacy on a Microsoft-based platform.
- Positive and enthusiastic attitude.
- Good organizational skills.
- Ability to work well independently and as part of a team.
- Certified Interpretive Guide through the National Association for Interpretation.

**Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

- Must be able to stand for extended periods, and walk long distances on uneven terrain.
- Must be able to lift 50 pounds without assistance.
- Must be able to verbally communicate with staff, individuals on the phone, and visitors.
- Must be able to tolerate working in a variety of environmental conditions and climates.
- Ability to work in an environment that includes exposure to zoonotic diseases and environmental allergens including but not limited to dust, mold, pollen, live birds, live mammals, live reptiles, live insects, and other animals.

**To Apply:** To be considered for this role, applicants must provide a current resume with a cover letter of interest via email. Applicants must also complete a Squam Lakes Natural Science Center employment application, which will be provided upon receipt of the resume and cover letter. Applicants may apply to HR/Finance Manager, Bonnie Baker at [bonnie.baker@nhnature.org](mailto:bonnie.baker@nhnature.org).

The above position description is not intended to be all-inclusive. This role may be required to perform other reasonably related duties as assigned by the supervising manager or director. Squam Lakes Natural Science Center reserves the right to update, revise, or change the position description at any time as business needs deem necessary

