

## **Education Coordinator, 2018**

Temporary, Part Time, Non-Exempt, from April to October, 15 to 30 hrs/week

### **Responsible To:**

Executive Director

### **Organization Description:**

Crown Point Ecology Center (CPEC) is green space that matters – a biologically diverse living laboratory that serves to demonstrate practical applications of ecology. The 115-acre property in northeast Ohio (10 miles northwest of Akron, and 25 miles south of Cleveland) is a regional model for sustainable agriculture and environmental education. CPEC believes that ecological land stewardship encourages structural and social change through local food production, positive impacts on the environment, health of all citizens, and local economic development. Learn more at [www.crownpt.org](http://www.crownpt.org).

### **Position Summary**

This position is a temporary grant funded position. The education coordinator is responsible for coordinating and implementing the various educational activities at Crown Point. The job responsibilities include, but are not limited to:

#### **Summer Farm and Science Camp**

Implement our long-standing Summer Farm and Science Camp curriculum and related activities. The camp is a one-week-long day camp for ages 7 to 11 starts in June and ends in August.

Supervise the camp staff including camp teachers, counselors and volunteers with teaching lessons and activities Recruit volunteers and assist in hiring camp staff.

Assist when necessary in preparing for and teaching lessons and activities related to environmental education, ecology and nutrition as specified in the camp curriculum.

Assist in supervising and managing campers at all times to ensure that the camp is safe and enjoyable for all.

Keep track of student enrollment and attendance.

#### **Farm to School Programming**

Develop and strengthen our Farm to School and School to Farm programs with outreach to the Akron City Schools and other urban areas. Act as a liaison between Crown Point and area schools to promote educational programming. Work with school educators to establish appropriate curriculum and programming. Coordinate with venues, and educators for our pilot career exploration program "A Taste of Farming." Promote and recruit students from Akron City Schools to attend this one-week-long teen camp.

#### **Youth and Adult Workshops**

Develop youth and adult workshops that promote environmentally friendly practices such as gardening for food, urban, suburban and rural, creation of habitat for wildlife,

pollinator gardens, classes on healthy eating and cooking, bird and nature exploration activities and other relevant themes.

### **Tiny Tillers**

Reinstate our pre-school program to introduce very young children and their parents to nature focused activities.

### **Required Minimum Qualifications**

#### **Experience**

Teaching experience required  
Interest in farming and the natural world  
Proficiency with gardening and use of hand tools  
Familiarity with organic gardening methods preferred

#### **Skills**

Able to teach multi-age groups of children  
Write and communicate clearly with various age levels  
Able to plan and promote educational workshops and events  
Basic computer skills, administration, and record keeping  
Maintain a valid driver's license

#### **Working Conditions/Physical Requirements**

Flexible with changing weather conditions and alternative activity plans  
Ability to hike several miles, stoop, bend, lift at least 25 pounds and push/pull equipment  
Comfortable with the risk associated with outdoor activities  
Open to fingerprinting and criminal background check according to Crown Point policies

Successful candidates will be enthusiastic, comfortable supervising other adults, organized, able to work well with children of varying ages, resilient to changing weather conditions and: possess a positive attitude, good work ethic and a passion for ecology, sustainability and all things outdoors.

#### **To apply:**

Please send a cover letter, resume and three references to:

Monica Bongue-Bartelsman, Executive Director

Crown Point Ecology Center

PO Box 484

Bath, OH 44210

330-668-8992

Or email:

[mbongue@crownpt.org](mailto:mbongue@crownpt.org)

