

## Newport Bay Conservancy



### **Position: Outdoor Activity Leader**

**Organizational Overview:** The Newport Bay Conservancy (NBC) has a proud history of environmental advocacy having been involved in the protection of Upper Newport Bay for the past 50 years. Our mission is to protect and preserve the Upper Newport Bay through education, restoration, research and advocacy. We are

able to do this with the support of 150 active volunteers contributing over 10,000 hours of service each year. We are excited to work in partnership with The City of Newport Beach, Camp James and the Newport Dunes Resort to provide FiiN Camp (Fostering Interest In Nature) for 5th grade students.

**Job Summary:** The Outdoor Activity Leaders at FiiN Camp are responsible for teaching nature-based science to fifth grade students using hands-on teaching techniques in the outdoors. The curriculum includes science concepts such as watersheds, wildlife habitats, food webs, plant ecology, marine science, orienteering, ecosystem comparisons, basic astronomy, human history and Native American (Tongva/Gabrielino) culture, science process skills, and conservation of water and wetlands. Outdoor Activity Leaders will be provide daytime supervision of students and will not be responsible for overnight leadership, however some hours working night time campfire activities may be approved as needed. Other duties common to residential outdoor education programs may be assigned as needed. Outdoor Activity Leaders will report to the FiiN Outdoor Camp Coordinator and NBC Program Manager.

### **Principal Responsibilities:**

- 1) Act as a leader for teaching activities under the supervision of the Outdoor Camp Coordinator and NBC Program Manager for a seasonal 5th grade outdoor nature camp (FiiN Camp).
- 2) Teach outdoor camp activities within the primary time frame of 9am-5pm Tuesday-Friday. \*hours for program activities outside of this time may be approved as needed.
- 3) Provide an overall example for behavior at FiiN Camp and uphold values and mission of FiiN Camp.
- 4) Provide overall supervision of student campers during the daytime. Supervise students, respond to emergency situations involving student's health/behavior and make decisions as needed to provide the safest and best outdoor camp experience.

### **Job requirements:**

- 1) Demonstrated ability to lead and provide educational (environmental) programming for elementary school children. Minimum of 1 year of Camp or Outdoor School experience is preferred.
- 2) College coursework (degree preferred) in natural sciences, biology, marine science, botany, ecology or related fields **OR** equivalent career experience of 2+ years in science/outdoor/recreation education programming.
- 3) Behavioral Skills
  - a) Strong work ethic and enthusiasm towards teaching youth.
  - b) Dedication to the conservation of wildlife and natural resources.
  - c) Exhibits confident communication and leadership skills.

- d) Organized and exhibits excellent time management.
  - a) Shows compassion to diversity and sensitivity to all races, ethnicities, class, and sexual orientations.
- 5) Computer
- a) Knowledge of Microsoft Office (Word, Excel, PowerPoint)
  - b) Knowledge of online Google platforms (Google docs, sheets, drive etc).
- 6) Physical Job Requirements
- a) Will be expected to stand/walk for extended periods of time including light hiking over sandy or unstable terrain (at least one mile).
  - b) Must be able to speak with clarity and at a volume suitable for outdoor presentations, dealing with air traffic noise and other outdoor noises.
  - c) Must be able to lift 20 pounds, assist with set up and cleanup of program materials and keep materials organized and clean.
  - d) Must be able to work outside in variable weather conditions including heat and sun or rain with exposure to dirt/dust, pollen, various plants, water/mud, insects like bees and spiders, and wildlife including scat.
  - e) Requires use of a car/drive safely to get to other locations around the Bay for meetings or programs.
- 7) Other
- a) Punctual and reliable self starter.
  - b) Spanish speaking preferred but fluency is not required.
  - c) CPR/First Aid Certification (provided if not currently certified). Lifeguard certification or experience a plus.
  - d) Successfully pass a background check.

**Location:** The position is based at the Peter and Mary Muth Interpretive Center (2301 University Drive, Newport Beach, CA 92660) however the FiiN Camp will be based from Camp James (101 N Bayside Dr, Newport Beach, CA 92660) and at sites around Upper Newport Bay. This job cannot be performed from a remote location.

**Salary Detail and Working Hours:** \$14/hr. Ability to work Tuesday through Friday with regular hours from 9am-5pm. FiiN Camp period is February 2019-May 2019 however limited pre camp hours will be approved for responsibilities such as training in December 2018/January 2019.

**How to Apply:** Apply with a cover letter and resume to: FiiN Camp at, [info@newportbay.org](mailto:info@newportbay.org). Please, no phone calls at this stage. More information about NBC can be found at [www.newportbay.org](http://www.newportbay.org).