

The Coastal Institute at Camp Ocean Pines

Position Description

<b>Job Title: Naturalist</b>			
<b>Classification:</b>	Non-Exempt	<b>Employment Type:</b>	Seasonal
<b>Department:</b>	Outdoor Education	<b>Supervisor:</b>	Channing Kaiser

**Position Purpose**

A Naturalist serves as the primary outdoor educator to guests in a residential camp setting. This includes being responsible for activity groups, developing and leading culturally-relevant curricula, supervising mealtimes, and leading camp activities. This position is full-time and seasonal with hours scheduled according to group attendance and assigned duties.

**Essential Functions**

Must be able to perform the following functions unaided or with the assistance of a reasonable accommodation:  
Teach groups of typically 10-15 guests about environmental sciences relative to the local region  
In alignment with established curricula, develop and deliver lessons that incorporate fun, engaging activities demonstrating ecological concepts, natural history, group and self-esteem building, and development of leadership skills  
Lead offsite trips including tidepooling, hikes, kayaking, and beach walks  
Facilitate low ropes and team building activities  
Lead target sports activities (archery and axe throwing)  
Handle/care for live specimens including non-venomous snakes, lizards, and birds of prey  
Lead students on hikes over rough terrain in a variety of weather conditions  
Facilitate service-learning and community science projects, maintaining any established procedures  
Follow health and safety policies, standards, procedures, and practices of Camp Ocean Pines  
Other duties as assigned by Camp Ocean Pines

**Other Duties and Responsibilities**

Consistently provide courteous assistance, including building and maintaining healthy professional relationships with students, teachers, parents, staff and guests  
Support and contribute to a safe, clean environment for all guests and staff  
This job description is subject to change at any time.

**Knowledge, Skills and Abilities**

**Required:**  
Must be 18+ years old.  
Experience in youth development, outdoor education, classroom teaching, and/or engaging low-income and students of color  
Current First Aid/CPR certification prior to start date  
Current California Food Handlers certificate prior to start date  
Successfully complete a background check and LiveScan fingerprints  
English-language oral communication skills  
Maintain a positive attitude in complex situations after working long hours  
Comfortable giving and receiving feedback  
Adjust quickly to changes with an open mind and flexibility  
Recognize and respond to emergency situations  
Proof of completed COVID-19 vaccinations, including boosters if eligible.  
A commitment to the goals and philosophy of Camp Ocean Pines

**Preferred:**  
Bachelor's degree in science, experiential education, or equivalent  
Experience in trauma-informed, culturally-relevant, and culturally-responsive teaching  
Valid US driver's license  
Lifeguard certification  
Conversational or better skill in a language other than English (especially Spanish or ASL)  
Raptor handling experience  
One or more seasons of experience working with a residential outdoor education program

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**Performance Evaluation**  
Job performance will be evaluated throughout the season, both formally and informally, by the program director.

**Compensation**  
Coastal Institute Naturalist wages start at \$16/hour. This position is eligible for over-time pay. Housing is provided (if requested) in lodge bedrooms onsite (shared with 1-2 other staff) throughout the entire season. Meals are provided when schools and rental groups are onsite. When groups are not onsite, staff will have access to leftover food and use of the kitchen facilities. A \$220.97 lodging/food post-tax deduction will be applied each pay period (i.e., every two weeks).

**Employee Acknowledgement**  
I have reviewed this job description and I understand my job duties and responsibilities. I am able to perform the essential functions as outlined. I understand that my job may change on a temporary or regular basis according to the needs of my employer without it being specifically included in this job description. If I have any questions about job duties not specified on this description that I am asked to perform, I should discuss them with my immediate supervisor or Human Resources. I further understand that future performance evaluations and merit increases to my pay are based on my ability to perform the duties and responsibilities outlined in this job description to the satisfaction of my employer. I have discussed any questions I may have about this job description prior to signing this form.

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Date

Print Name

Employee Signature