Environmental Education Director

Posting Date: July 23, 2024
Application Deadline: August 9, 2024 (open until filled)
Anticipated Start Date: September 2, 2024

DOL Status: Full-Time
FLSA Status: Exempt
Reports To: Executive Director
Location: Corpus Christi, TX (office will be located at the Nueces Delta Preserve near Odem, TX)
Compensation: Salary range $55,000 - $60,000; dependent on experience and internal equity.
CBBEP offers a benefits package that includes paid vacation and holidays, health, life and dental insurance, and a retirement program. Specific details provided during the hiring process.

JOB DESCRIPTION:
The Coastal Bend Bays & Estuaries Program (CBBEP) is seeking a passionate and dedicated Environmental Education Director to join our team. The Environmental Education Director will be responsible for developing, coordinating, implementing, and evaluating CBBEP’s formal (K-12 focused) environmental education programs. Programs and initiatives are aimed at raising awareness about coastal conservation and encouraging stewardship of our natural resources. CBBEP is looking for a team leader with a positive attitude, ability to handle multiple tasks, and excellent organization skills. Must also have excellent communication skills to engage with team members, students, teachers, volunteers, and numerous partners.

This position works under moderate supervision with a great deal of latitude for the use of initiative and independent judgment. The position reports to the Executive Director and will serve as the team leader for CBBEP’s formal environmental education programs. Position will also work closely with CBBEP’s Volunteer and Outreach Coordinator who is responsible for developing and implementing public outreach programming.

Applicants should be aware that job duties will require some work outside of normal business hours and on weekends. Duties will also require work outdoors that is subject to south Texas weather conditions. Occasional overnight travel to attend meetings and training is required. Applicant must possess a valid Texas Driver License and have reliable transportation.

DUTIES & RESPONSIBILITIES:
• Responsible for continuing CBBEP’s efforts to educate the Coastal Bend about our unique estuarine environments via TEKS-aligned fieldtrips, classroom presentations, and teacher trainings.
• Manage CBBEP’s environmental education team of one full-time Education Coordinator, as well as part-time staff and interns.
• Promote positive relationships with volunteers interested in environmental education.
• Oversee and assist with the implementation of both field trips and classroom activities.
• Oversee and assist with the implementation of outreach events that have a K-12 focus (e.g., science nights, summer camps).
• Lead efforts to provide training events for local educators and volunteers.
• Implement CBBEP’s Outdoor Classroom program.
• Manage and assist with the development and maintenance of educational exhibits and facilities; includes assisting with the care and upkeep of CBBEP’s animal ambassadors (e.g., purchasing food, cleaning enclosures, etc.).
• Represent CBBEP at local meetings with partner groups.
• Assess and develop K-12 TEKS-aligned instructional materials for K-12 science standards.
• Work with advisory committees, community groups and other stakeholders to coordinate, improve and stimulate interest in the Program.
• Performs other duties as assigned.

EXPERIENCE & EDUCATION:
REQUIRED:
• Graduation from an accredited four-year college or university with degree in environmental education/interpretation or a degree in a field of science (e.g., biology, geology, environmental science, or another related).
• Three years of recent experience presenting formal or informal education or interpretation programs.
• Experience in curriculum development, instructional design, and educational outreach.
• Strong knowledge of coastal ecology, conservation issues, and environmental education principles.
• Passion for environmental conservation and commitment to promoting stewardship among youth and communities.
• Highly motivated and self-directed.
• Strong written and oral communication skills, with the ability to engage diverse audiences.
• Excellent organizational skills.
• Flexible and a self-starter; able to manage multiple concurrent projects while also being highly detail-oriented with an attention to quality.
• Computer literacy in Microsoft Office required.

PREFERRED:
• Master’s degree in education, environmental science, biology, or related field preferred.
• Experience supervising staff preferred.
• Knowledge of marine and estuarine ecology preferred.

ABOUT CBBEP:
CBBEP is a local non-profit 501(c)(3) organization dedicated to protecting and restoring the bays and estuaries of the Texas Coastal Bend. Since 1999, CBBEP has been working to create a Texas Coastal Bend with cleaner water and sediment, healthier habitats, greater public access, and a more aware and engaged public. With the help of federal, state, and local partners, the CBBEP has restored thousands of acres of marsh habitat, funded dozens of projects designed to improve water quality, and installed infrastructure to enhance public access opportunities. In addition to implementing projects that address priority issues like water quality, habitat restoration, and nature tourism, CBBEP has created organizational programs to conserve coastal birds and their habitats, conduct environmental education programs, and acquire coastal habitats for the purposes of conservation. To learn more visit www.cbbep.org.
CBBEP supports a healthy work-life balance and recognizes that there are tangible benefits from supporting flexible working practices and assisting employees to achieve a balance in their work commitments and their life outside of work. Employees work a standard workweek but are occasionally required to work overtime, including some evenings and weekends.

CBBEP is an equal opportunity, drug-free employer, committed to diversity in the workplace. EOE/Minorities/Females/Vet/Disability

TO APPLY:
Position is open to all qualified applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, marital status, or status as a covered veteran.

To be considered for this position, please send cover letter (including salary expectations), resume, and list of three references to info@cbbep.org with “Environmental Education Director” in the subject line. We will not accept faxed, mailed or hand delivered applications. Position is open until filled.