

## **Environmental Education Coordinator, Application deadline Monday, February 15**

The City of Lexington is seeking a motivated, team player with a passion for equity in environmental education to lead the Department of Environmental Quality and Public Works' (EQPW) K-12 programming.

### **Major areas of responsibility:**

- School-based Environmental Education: develop an elementary curriculum and field trip plan - one field trip per grade level (K-5) with supporting pre/post lessons; develop a curriculum plan for middle and high schools with field trips, pre/post lessons and career connections; train other city staff and contract educators in the curriculum and evaluate their performance through surveys and observation; work with other city staff and contract educators to promote the EE program; manage the teaching schedule, matching educators to classes/schools; purchase supplies for lessons and distribute to educators accordingly; track classroom/school participation for recognition program
- Outreach Trailer: develop materials and activities for use with the EQPW outreach trailer in conjunction with the Event Coordinator; work with the Community Outreach Liaison to develop partnerships to facilitate use of the trailer
- Teacher Training: lead Teachers' Environmental Academy(s) each summer; develop ongoing engagement for alumni of the program – support and additional training
- Summer Camps: develop and lead middle school summer camp programs with support of other city staff and (possibly) contract educator(s); manage follow-up activities throughout the year with students and, at times, their families; once the program is established, integrate previous students into the camp as counselors
- Field trips: develop protocols, create (with support of other city staff) signage and write “scripts” for field trip sites such as the Recycle Center, landfill, compost pad, Town Branch Wastewater Treatment Plant, West Hickman Wastewater Treatment Plant, watershed sampling sites and other appropriate sites as they are identified; train other staff and contractors to lead field trips, as appropriate; lead some of the field trips; manage field trip schedule – classes and guides; reimburse schools for buses and substitutes, as appropriate
- Workforce development: connect K-12 units to careers, especially careers related to city jobs; coordinate career panels for middle and high school students; work with Fayette County Public Schools on career days and similar opportunities; collaborate with other city staff members to develop and implement a successful job shadowing and internship programs for high school students that provide connections to the full spectrum of jobs within the city
- Assessment: assess staff and contractors involved in K-12 outreach on behalf of EQPW; track participation for recognition and reach; evaluate impact and effectiveness of lessons and programs

These tasks will be carried out in partnership with a variety of city (e.g., Division of Parks, community centers) and non-government (e.g., Fayette County Public Schools, libraries) entities. The successful candidate must be competent at coalition building and working with individuals from a variety of social, ethnic and cultural backgrounds.

### **Requirements:**

- Bachelor's degree in biology, ecology, environmental science, environmental education, education or a related field; ideally teaching certificate or environmental educator certification
- 5 years of environmental education experience

- Experience developing standards-aligned curriculum with an emphasis on place-based, hands-on learning
  - Experience teaching K-12 students from a variety of backgrounds
- Dedication to equity in education and experience with culturally responsive pedagogy and trauma-informed teaching
- Self-directed team player who gets things done
- Strong organizational skills with the ability to manage multiple projects concurrently
- Ability to work with and effectively communicate with a wide range of people including staff (administrative and operational), teachers, community partners, students, volunteers, and elected officials
- Ability to work outdoors and complete physically demanding tasks
- Comfortable with standard software and programs such as Microsoft Word, Excel, PowerPoint, and Outlook as well as Google Drive, Dropbox
- Willingness to work some evenings, weekends and holidays to meet work objectives
- Valid driver's license

**Preferred qualifications:**

- Experience teaching in a variety of settings (e.g., classrooms, field sites, naturalized areas, urban environments)
- Experience teaching virtually and/or experience teaching environmental education in urban settings
- Experience managing staff, contractors and/or volunteers
- Bilingual