



Friends of Mount Revelstoke and Glacier

Job Description

Title: Educational Project Coordinator
Reports to: Executive Director
Closing Date: April 11, 2008

The Friends of Mount Revelstoke and Glacier is looking for an Educational Project Programmer to be part of our dynamic team. The programmer will prepare and deliver interesting and informative programs for different age groups that give people an opportunity to make contact with nature or to learn about Mount Revelstoke and Glacier's heritage.

Duties:

- Create and lead *Junior Naturalist* daily outdoor programs for children aged 6 to 10
- Plan, implement and coordinate the Mountain Club and Naturalist & Environmental Committee summer activities.
- Provide special event support throughout the summer months.
- Provide programming for local schools, community outreach and special events.
- Conduct program surveys, assist with ongoing evaluations and make recommendations for improvements.

Qualifications:

- Hold a valid level one First Aid Certificate with CPR (or obtain one before the start date).
- Education programming, teaching or interpretation experience
- Strong computer skills working in a Microsoft environment.
- Able to work with the public and volunteer in a friendly, positive and professional manner.
- Creatively develop interactive interpretive programming for both children and adults.
- Self-motivated and able to work well on own or with others.
- Strong organizational skills and multi-task oriented.
- Understanding of the National Park mandate,
- Excellent oral communication skills (preference may be given to candidates who are proficient in both of Canada's official languages).
- Must have mode of transportation to get to/from program locations.
- Must be bondable and pass an enhanced security check in order to work with children.

Benefits:

- Great experience
- Collaborative and creative work environment
- Competitive wages
- Complimentary Park Pass and discounts in our retail outlet

Terms:

- Full-time summer employment from May 5- August 31, 2008
- Wages \$12/hour, 40hr/week (Friends may receive funding for this position through a summer student employment grant.

Interested candidates please send resume and cover letter to:

Mail: Friends of Mount Revelstoke and Glacier, PO Box 2992
Revelstoke, BC V0E 2S0 Att: Personnel Committee

Email: fmrgr@telus.net