



ORGANIZATION

The Wildlands Conservancy (TWC) is a private nonprofit public benefit organization dedicated to preserving the beauty and biodiversity of the earth and providing programs so that children may know the wonder and joy of nature.

LOCATION

The Wildlands Conservancy's California Desert Preserves. Most programs will be conducted at Whitewater Preserve, a 2,851-acre nature preserve located 5 miles north of Interstate 10 between Palm Springs and Cabazon in Whitewater, CA. At various times throughout the year, programs will also be conducted at Mission Creek Preserve and Pioneertown Mountains Preserve.

POSITION SUMMARY

Conduct outdoor education programs teaching children in multiple grade levels environmental, science-based and cultural programs. Topics include ecology, hydrology, biology, geology, geography, cultural history, scientific method, land stewardship, human impact, climate change, along with activities relating to the enjoyment of nature's beauty. Responsible for providing a safe and interactive learning experience to school and youth groups, and activities and interpretive programs for families and public visitors. Additional responsibilities include interacting with visitors in the Ranger station and on the trail, providing both natural history and Preserve information, and assisting with **weekend** and public programming, including guided hikes and family programs. Bilingual English/ Spanish is preferred but not required.

ESSENTIAL FUNCTIONS

Leads interpretive natural history, cultural history and science discussions while on a nature hike, walking up to six and a half miles a day in uneven desert terrain in a variety of weather conditions.

Runs after lunch programs and activities with students during school programs.

Directs students and the public in scientific observations and activities using maps, ocular devices, monitoring and measuring equipment, and other related items.

Involves students in spontaneous interactive learning exercises.

Leads and assists with volunteer programs.

Maintains educational programs and informational materials and program sites.

Develop and implement new programs for students and the public.

Conduct weekend, evening, and off-site programs for families and the general public.

Effectively relate TWC's mission and interact positively with visitors, campers, teachers, students, researchers, and community groups. Engages visitors to sign up for our [Behold the Beauty Association](#). Informs visitors of preserve rules, boundaries, and promotes safety.

Assists with regular cleaning and organizing of the Preserve office, in addition to cleaning and stocking restrooms on a daily basis. Perform litter removal.

Performs clerical duties including and not limited to answering phones, camping reservations, summer reservations, scanning documents, filing, keeping statistics, data input, and other paperwork.

Reports safety hazards or maintenance needs as necessary.

Performs other duties relating to land stewardship, education, and clerical functions as assigned.

QUALIFICATIONS

- Experience working with multiple age groups and cultures in the natural sciences, environmental education, or outdoor recreation.
- Ability to teach programs in both English and Spanish, highly desired.
- Passionate about the outdoors and have a personal dedication to environmental conservation and education.
- Ability to operate a motor vehicle, valid California Driver's License, and ability to be insured under TWC's auto insurance policy per the Driver Acceptability Standards.
- Pass Live Scan criminal history background check, 5-panel drug screen, and TB clearance (post-offer).

- Current CPR/First Aid training or ability to acquire within ninety days of hire.

COMPETENCY REQUIREMENTS

- Effectively teach interactive outdoor programs to diverse groups of youth and adults.
- Excellent communication.
- Handle difficult student behavior effectively and with discretion.
- Work with minimal direct supervision.
- Positive, upbeat, and enthusiastic about working in a non-profit environment.

PHYSICAL DEMANDS

- Lead educational hikes up to six and a half miles per day on uneven terrain in a variety of weather conditions.
- Perform other routine walking, standing, sitting, reaching, bending, kneeling, speaking, learning, and seeing. Operate a motor vehicle.
- Perform standard office functions such as filing, typing, photocopying, scanning, and speaking on the radio, telephone, and in person.
- Lift, carry, pull, and push a maximum of 30 pounds.

COMPENSATION & CLASSIFICATION

Starting pay is \$20.56 per hour, or \$21.06 for candidates with bilingual (English/ Spanish) skills. Non-exempt, full-time, 40 hours per week (five 8-hour shifts) typically occurring Tuesday-Saturday, with changes to a Sunday-Thursday schedule based on Preserve needs. Full-time benefits package which includes medical, dental, vision, 401(k), flexible spending account, voluntary life & AD&D insurance, Employee Assistance Program, paid vacation, sick, bereavement, jury duty, and holiday time. *In accordance with California's pay transparency requirements, the pay scale for the position is \$20.56 to \$22 an hour.*

EQUAL EMPLOYMENT OPPORTUNITY

The Wildlands Conservancy is committed to the principles of equal employment. We are committed to complying with all federal, state, and local laws providing equal employment opportunities, and all other employment laws and regulations. It is our intent to maintain a work environment that is free of unlawful harassment, discrimination, or retaliation based on an individual's race (including, but not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, religion, religious creed (including religious dress and grooming practices), national origin, ancestry, citizenship, physical or mental disability, medical condition (including cancer and genetic characteristics), genetic information, marital status, reproductive health decision-making, sex (including pregnancy, childbirth, breastfeeding, or related medical conditions), gender (including gender identity and gender expression), age (40 years and over), sexual orientation, veteran and/or military status, protected medical leaves (requesting or approved for leave under the Family and Medical Leave Act or the California Family Rights Act), domestic violence victim status, political affiliation, off-duty and off-premises use of cannabis, or any other status protected by federal, state, or local laws. The Wildlands Conservancy is dedicated to the fulfillment of this policy in regard to all aspects of employment, including, but not limited to, recruiting, hiring, placement, transfer, training, promotion, rates of pay, and other compensation, termination, and all other terms, conditions, and privileges of employment.

AT-WILL EMPLOYMENT

This job description is not designed to cover or contain a comprehensive listing of all activities, duties, or responsibilities that are required of the employee. Employment with The Wildlands Conservancy is on an "at-will" basis. This means employment may be terminated at any time, with or without notice and with or without cause. Likewise, we respect an employee's right to leave Wildlands at any time, with or without notice and with or without cause. Additionally, the terms of employment at TWC, including but not limited to, promotion, demotion, discipline, transfer, compensation, benefits, duties, and location of work may be changed by Wildlands at any time, with or without notice, and for any or for no reason. Nothing in this document should be understood as creating a contract, guaranteed or continued employment, a right to termination only "for cause," or any other guarantee of continued benefits or employment.

HOW TO APPLY

To be considered for this position, email your cover letter expressing why you make the ideal candidate along with your resume to jobs@wildlandsconservancy.org.