



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

Wind Wolves Preserve, a 93,000-acre nature preserve located 30 miles south of Bakersfield, CA.

THE POSITION

Conduct outdoor education field trip programs, teaching youth in multiple grade levels while providing a safe and interactive learning experience for school groups. Responsible for leading interpretive programs and other weekend activities for visitors, including both children and adults. Also, engage visitors on trails and at the Administrative Center, from welcoming guests and providing Preserve information to checking in campers. Requires regular weekday and weekend availability as well as some late shifts.

Weekly hours range from 18-28 per week, with reduced scheduled hours during school breaks. **Bilingual (English and Spanish) highly desired.**

ESSENTIAL FUNCTIONS

Lead interpretive programs in natural and cultural history via field trips, guided hikes, hands-on activity stations, and off-site programs for children and adults. Requires walking up to four miles a day on uneven terrain in a variety of weather conditions while conducting programming. Includes handling tortoises and snakes.

Perform general care for snakes and tortoises, including regular feeding, watering, and terrarium cleaning.

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

Assist with regular cleaning and organizing of the Preserve office, in addition to cleaning and stocking trail restrooms on a regular basis. Perform litter removal, as needed.

Perform clerical duties including, but not limited to, answering phones, checking in campers, and properly collecting and filing waivers and other Preserve paperwork.

Assist with special event planning, preparation, and operation.

Report safety hazards or maintenance needs as necessary.

Occasionally assist rangers with trail maintenance, invasive plant removal, service-learning programs, and habitat enhancement/restoration projects, including participation in public volunteer days.

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

QUALIFICATIONS

- Passionate about nature and outdoor education.
- Experience working with youth, preferably in an educational setting, is highly desired.
- Background in natural sciences or environmental education is preferred but not required.
- **Ability to teach programs in both English and Spanish is highly desired.**
- Ability to operate a motor vehicle, have a valid Driver's License, and be insured under TWC's auto insurance policy per the Driver Acceptability Standards.
- Ability to 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 interpretive outdoor programs to 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.
- Curious and eager to learn.

PHYSICAL DEMANDS

- Lead educational hikes up to four 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.
- 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.
- Use hand tools for trail maintenance and restoration, including but not limited to, shovels, loppers, McCleods, rakes, and post-hole diggers.

COMPENSATION & CLASSIFICATION

Starting pay is \$20.06 per hour, or \$20.56 for candidates with bilingual (English/Spanish) skills. Non-exempt, part-time 18-28 hours per week with fluctuations in hours throughout the year. As a part-time temporary employee, you will be eligible for the following benefits: 401 (k), Employee Assistance Program, and accrued paid sick leave. *The pay scale for the position is \$20.06 to \$21.63 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.