



SWEP

Sierra Watershed Education Partnerships

Full-Time Environmental Educator

Job Title: Environmental Educator

Schedule: Monday - Thursday, 8 am - 4pm, with occasional early, evening, and Friday programs; SWEP programming follows the TTUSD holiday schedule

Office Location: Truckee, CA; primary service area is North Tahoe and Truckee, CA

Job Overview: [Sierra Watershed Education Partnerships \(SWEP\)](#) has 27 years experience working with K-12 students in the Tahoe Truckee Unified School District (TTUSD) which spans all of North Tahoe from Donner Summit and Truckee, to the north shore of Lake Tahoe. We specialize in hands-on, experiential environmental science education and service learning. Our mission is to ***promote stewardship by connecting students to their local community and environment.*** We are seeking an experienced educator to deliver existing in-school and fieldwork programs, and to work with our program director to develop and expand our programming.

Duties and Responsibilities:

- Lesson Planning and Facilitation: develop, refine and deliver in-school and fieldwork programming for K-12 students, as well as special lessons and hands-on learning experiences for special events
- Partner Relations: assist with establishing and maintaining working relationship with agencies and schools in the Tahoe Truckee Region and beyond
- Waste Management: help SWEP with education, outreach & management of waste diversion program with TTUSD (staff, students, kitchen and custodians)
- Volunteer Coordination: assist with recruiting and coordinating education interns and volunteers
- Community Outreach: represent SWEP at public events such as Truckee River Day, Earth Day, Native Species Day, and other community events
- Grant Management: assist with program reporting, grant writing, and fundraising
- Other duties as assigned

Required Experience and Skills:

- 3+ years of experience working with youth and the general public in the field of environmental education and outreach
- Passion for working with K-12 students and connecting them to their local community and environment
- Background in education, environmental studies, and/or science related field
- Effective oral and written communicator with well-developed interpersonal communication skills
- Friendly, personable, outgoing disposition
- Team member and leader
- Self-starter; ability to work both independently and as a member of a team
- Ability to produce high-quality work with accuracy and attention to detail
- Well-organized with an ability to keep track of multiple concurrent projects, occasionally shifting priorities, timelines, and deadlines
- Demonstrated ability and desire to learn quickly and independently
- Excellent computer skills and fluency with all Google applications
- Must possess own car and driver's license
- Must pass background check

Desired Experience and Skills

- Bachelor's degree in education, environmental studies, or science from a four-year college or university
- Teaching credential or in the process of pursuing a teacher's certification

Working Conditions: In-school duties include conducting environmental education programs and science festivals & family science nights within the schools of the Tahoe Truckee Unified School District (TTUSD). Fieldwork duties include field trips and nature outings for students, and field restoration. While typical hours are 8am - 4pm Monday through Thursday, this position also requires occasional evening or weekend engagements. This position requires physical abilities to lift heavy materials (35 pounds), moving supplies to and from storage and hiking long distances with students.

Staff splits their time between the office, field & school sites. If required we can have meetings or teach via video-call (Zoom, Google Meets, etc).

SWEP is a small team and our approach allows us to be adept and provide meaningful and quality programming. There are periods when we are working with many concurrent deadlines, which can be both exciting and stressful. For more information on our organization, please see our website www.4swep.org.

Compensation: A 4-day / 32 hour work week, \$25-\$32; depending on experience. 401K after one year, employee benefits after 90 days, non-exempt position.

Expected Start Date: August 16th, 2023. SWEP is eager to hire an educator long term; please note, as this position works with students in the school district, a minimum commitment of one school year is required.

Application Requirements: Letter of introduction highlighting how your skills match this position's needs, resume, unofficial transcripts & teaching credential, 3 letters of reference dated within 12 months. Answer these 3 questions: 1. Why do you want to work for SWEP? 2. What are your teaching strengths and challenges? 3. What is your ideal work culture?

To Apply: Please email a complete application packet to SWEP's recruitment specialist, Jackelin McCoy, at jackelinmccoy@gmail.com

Closing Date: Position is open until filled.



Sierra Watershed Education Partnerships is a 501(c)3 organization. SWEP is also a California charitable corporation.