

HOUSTON ARBORETUM & NATURE CENTER

Summer Camp Instructor Job Description

Reports To: Education Director

Employment Status: Seasonal

Salary: \$18-20 per hour

About the Arboretum

Houston Arboretum & Nature Center is a nonprofit organization whose mission is *to provide education about the natural environment to people of all ages, and to protect and enhance the Arboretum as a haven and sanctuary for native plants and animals*. Located on the western edge of Memorial Park, this 155-acre urban nature sanctuary encourages visitors to slow down and enjoy the natural world. One of the first nature education facilities for children in the state of Texas, the Arboretum proudly welcomes over 10,000 school children and 500,000 visitors annually.

Job Description

Do you want to make a difference this summer while also gaining valuable training and experience working in Environmental Education? Join the fun with us as a Summer Camp Instructor at the best summer camp in town!

Houston Arboretum & Nature Center has a long tradition of teaching hands-on natural history classes to children 4 – 12 years of age. Each week we explore a different natural history theme. Curriculum is provided and always features exploration in the 155-acre nature sanctuary and its many habitats. Candidates with a strong science background are preferred. Themes for Summer 2023 can be [explored on our website](#).

Duties and Responsibilities

- Conduct one or more of 10 different week-long day camps for campers aged 4, 5-6, 7-8, or 9-12 years old
- Learn our environmental education curriculum and implement daily lesson plans and activities
- Lead groups outdoors on the Arboretum's trails in variable weather conditions and terrain
- Maintain a safe learning environment
- Inspire students and help them develop their creativity and self-expression
- Supervise volunteers assigned to assist with Summer Camp classes
- Communicate effectively with Arboretum staff, campers, and parents/guardians of campers

Qualifications

- Education & Experience
 - Bachelor's degree with major coursework in science, education, or a related field
 - 1-year full time teaching experience, formal or informal
- Skills, Traits, and Characteristics Necessary for Success
 - Interest and ability to teach elementary students
 - Knowledge of and passion for the natural world
 - Creativity, imagination, and flexibility
 - Comfortable handling or learning to handle reptiles, invertebrates, and biofacts (training provided)
 - Enthusiasm, patience, and tact when working with children and adults
 - Positive attitude, sense of humor, and passion for making learning fun
- Physical Demands
 - Working in an outdoor setting during variable Houston summer conditions
 - Standing and walking for long periods of time, often over uneven terrain
 - Lifting, pulling, and pushing up to 25 pounds
 - Communicating in moderately noisy environments
- Additional

- Ability to pass a criminal background check
- Current CPR/first aid certification or ability to obtain before start of camp

Key Details

- Position Location: Central Houston, TX
- Position Dates: week-long camp sessions June 5 – August 11
- Time Commitment: 1 or more weeks, plus orientation and training days
- Hours of work: Monday – Friday, 8:15am – 3:30pm (Week of July 4th Wednesday – Friday only)
- Pay Rate: \$18 – 20 per hour

How to Apply

- Please send resume, cover letter, and professional references to Tiffany Ritter, Education Director tritter@houstonarboretum.org