

Environmental School Club Facilitator

Reports To

The Environmental School Club Facilitator will report to the Program Coordinator.

Job Overview

The position for the Environmental School Club Facilitator is a one-year pilot program with the potential to grow to more hours. Training will be given prior to starting. The Environmental School Club Facilitator will manage the official Green Team for Anna Yates, during lunch hours minimum of two and maximum five days a week from 10:30 am-1 pm, hold one to two club meetings that last 1.5 hours per month and up to two field trips during the school year. The Environmental School Club Facilitator will support the Program Coordinator with four special projects during the school year that involves the Green Team, and the high school Zero Waste Ambassadors Club.

Rate: \$30/hour

Weekly hours: up to 14.5 hours

Club meetings: 1.5 hours

Special Projects: up to 30 hours

Total: Up to 330 hours overs 9 months

Responsibilities and Duties

- Supervise the Green Team during lunch recycling and events
- 1 time a week admin work and group meetings regarding lunchtime Green Team
- Manage communication with Green Team parents for club date and event reminders
- One to Two monthly club meetings after school
- Other duties as assigned

Qualifications

- High school diploma or equivalent
- Organizational skills.
- Experience working with children ages from 8-12 years.
- Specific skills.
- Loves to work with children and is energetic.
- Clean criminal record/background check.
- Good references.

Contact Jessica Robinson by email with resume and cover letter at JessicaJaneRobinson@gmail.com