



Education Coordinator

Full-time

About Crystal Cove Conservancy:

Crystal Cove Conservancy (The Conservancy) is the nonprofit public benefit organization dedicated to the protection, preservation and sustainability of Crystal Cove State Park, located on the traditional and unceded lands of the Acjachemen and Tongva Tribal Nations.

Rooted in protecting this rare piece of California's natural and cultural history, Crystal Cove Conservancy and California State Parks have worked together to develop a unique social enterprise model. This model allows Crystal Cove Conservancy to spearhead efforts to develop innovative educational programs that engage K-12 students and community members in place-based conservation, preserve historic beach cottages, conserve miles of precious California coastline, steward acres of threatened habitat, and promote access for historically-excluded groups.

Please visit our website at www.CrystalCove.org to learn more. To apply, please submit cover letter and resume to edjobs@crystalcove.org.

Job Description:

The Education Coordinator will be responsible for coordinating Crystal Cove Conservancy's exciting Science, Engineering, Technology, & Mathematics (STEM) programs based out of Crystal Cove State Park. The position will take a lead role in planning, developing, implementing, and teaching The Conservancy's education programs at Crystal Cove State Park including the MPA Science Cruise, the Coastal Dynamics program, Project Crystal and Crystal Code, and the new Trouble with Trash program for K-2 students, and new co-designed programming for Indigenous youth. They will also provide leadership and support for The Conservancy's other education and conservation programs, including ocean-based research projects, community science education programs in Moro Canyon, volunteer stewardship events, public programs, and other ecological monitoring and research projects.

The ideal candidate will be creative, organized, a competent communicator, enthusiastic about communicating science and scientific research to diverse populations, and committed to environmental justice, science literacy, and environmental literacy.

Status: Full-time with benefits.

Compensation: \$22.00-\$25.00/hour

Reports to: Education Manager

Location: Crystal Cove State Park Historic District with flexibility for remote work a portion of each week.



Essential Duties and Responsibilities:

- + Take a lead role in the development, testing, and implementation of Crystal Cove Conservancy's education programs, including the MPA Science Cruise, the Coastal Dynamics program, the new Troubles with Trash program, and the new co-designed programming for Indigenous youth at Crystal Cove State Park;
- + Attend organizational trainings and professional development sessions, including Justice, Equity, Diversity, and Inclusion (JEDI) trainings;
- + Collaborate with other education team members to advance The Conservancy's efforts to connect with and serve diverse communities that have been historically excluded from open spaces in Orange County;
- + Assist with the management and communication related to research and other partnerships connected to education-based programming, including California State Parks, UC Irvine, and Newport Landing;
- + Take a lead role for day-to-day management of the MPA Science Cruise and other education programs, including training of new educators, managing equipment inventory, and managing data collected on programs;
- + Assist with the launch of a new STEM program for grades K-2, including developing environmental research connections and integrating best educational practices for primary learners;
- + Provide support for The Conservancy's other educational programs, including volunteer stewardship events, other K-12 community science programs, summer outreach programs, and more;
- + Act as the on-site lead for field trip programs;
- + Teach and facilitate a wide range of programs for K-12 students, teachers, summer groups, and the public in outdoor, virtual/distance learning, and occasional classroom settings;
- + Assist with the hiring, training, management, and supervision of interns, volunteers, and part-time educational staff;
- + Assist with general administration for range of non-profit functions, including text for monthly newsletters, grants, social media, attending or presenting at meetings or conferences, assisting with fundraising events, etc.
- + Weekend and some evening work will be required.
- + Must have reliable transportation to travel between Crystal Cove and Newport Harbor.
- + After hiring, must be willing to obtain certification in Wilderness First Aid and CPR.

**Desired Qualifications:**

The ideal candidate will have a B.A. or B.S. in marine biology, environmental science, environmental engineering, science education, restoration ecology, or a related subject matter. They will have 1-3 years of experience delivering environmental education programs outdoors, working collaboratively with diverse populations, and translating science ideas to diverse audiences. Ideally, they will also have knowledge of best practices in science education and experience designing environmental education programs, writing lesson plans, and conducting ecological or engineering research, especially in marine ecosystems and coastal environments. Additionally, they will also have experience working with and delivering community science-based education programs to diverse audiences.

Candidate must be enthusiastic, flexible, collaborative, and enjoy working in a fast-paced, team-oriented environment. They should have strong written and oral communications skills in English. Proficiency in Spanish, Chinese, Vietnamese, or another language is a plus. Although not required, other helpful skills include experience using data analysis platforms such as ArcGIS, R, Octave, or MatLab, using coding languages such as Python, and working on board a vessel at sea. More than anything, they must have a strong passion for protecting and preserving the coastal environment and ensuring that places like Crystal Cove State Park are welcoming and accessible to historically-excluded communities.

Physical Requirements:

Due to the location of The Conservancy's office and the nature of The Conservancy's programs, this is a position that requires certain physical abilities. These requirements include, but are not limited to:

- + Must be able to remain in a stationary position 50% of the time.
- + Must be able to move program equipment from storage areas to a variety of teaching locations.
- + Must be able to teach in a variety of outdoor environments, which include a boat, the rocky intertidal, the sandy beach, and hiking trails with steep and uneven terrain.
- + Must be able to teach outside in a variety of weather conditions.
- + Must comply with The Conservancy's COVID-19 regulations in the office and during programs.

Crystal Cove Conservancy provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, age, disability, gender identity, gender expression, or genetics.

Members of groups that have faced historic barriers to environmental access are highly encouraged to apply.