

WATERFRONT BOTANICAL GARDENS



Seasonal Youth Programs Instructor

Reports To: Youth Education Manager

Status: Seasonal (10 weeks; 40 hours per week)

Classification: Non-Exempt

Dates of Employment: May 22 – July 28, 2023

Summary:

The Seasonal Youth Programs Instructor will be responsible for the organization and delivery of content for Waterfront Botanical Gardens' Sprouts Summer Camp programs. This role will also assist the Youth Education Manager in the delivery of specialty camps (e.g. Art in the Gardens and Japanese Culture Camp), field trips to Avish (Prospect, KY), Cultural Pass days, and other family programs and tours during the summer.

Duties and Responsibilities:

- Represent Waterfront Botanical Gardens' mission and programs in a positive, constructive, and effective manner, including adhering to dress code.
- Demonstrate enthusiasm and a positive attitude for teaching.
- Teach camp lesson plans and activities for Sprouts Summer Camps.
- Work cooperatively with Waterfront Botanical Gardens' volunteers & staff.
- Provide safe supervision of campers while complying with the safety policies, practices, and procedures of WBG in a learning setting and if on a schoolbus.
- Effectively monitor camper behavior and provide guidance to keep them on task and behaving properly.
- Interact with parents and guardians of campers in a professional, courteous, and responsive way.
- Facilitate Cultural Pass programming and visitor reception
- Set up & break down tables, chairs and activity equipment as needed in classroom or outdoor learning spaces/tents.
- Assist in the daily clean-up & disinfecting of materials and supplies.

Specific Skills: Candidate should be patient and empathetic to children regarding their unique skills and capabilities. They should also be a strong public speaker with the ability to creatively engage & excite children about the natural world. This position requires a basic knowledge of biological science/botany-related topics. Strong candidates will be adaptable, improvisational, and able to think quickly on their feet.

Education & Qualifications:

Candidate must be at least 18 years of age and have completed at least one year of college. Some experience teaching/leading children in a formal or informal setting is required (school, daycare, day camp, cultural attraction, etc.). Previous experience as a summer camp counselor is preferred. Must be willing to attend First Aid & CPR training (online module and in-person class provided).

Schedule & Availability:

This is a seasonal position that lasts 10 weeks-Starting on May 22, 2023 and ending on July 28, 2023. Must be available to work 8-hour shifts Monday-Friday for the duration of entire camp season. Unpaid holidays of Memorial Day and Independence Day are honored. Candidate must also pass Red Cross First Aid and CPR training certification paid for by WBG in May prior to start of youth summer camps.

Language Skills:

Ability to read, write, and converse in English. Ability to speak knowledgeably with volunteers, campers, and staff. Ability to read and comprehend simple instructions, short correspondence, and memos. Ability to write simple correspondence. Ability to confidently teach in front of small and large groups of learners. Must use language that is polite and professional at all times while on the clock.

Physical Demands:

This position requires stamina and the ability to participate in outdoor programs in various (typically extreme heat and humid) weather conditions. Day-to-day activities will include standing for extended periods, kneeling, bending, and walking on paved or uneven terrain. Some light lifting may be required. Adherence to current Covid-19 protocol including mask-wearing and frequent hand-washing is required, if applicable.