



<b>Job Title:</b>	Education Specialist	<b>External posting URL:</b>	
<b>Department:</b>	Programs	<b>Internal posting URL:</b>	
<b>Salary:</b>	Commensurate with experience	<b>Date posted:</b>	5/22/2017
<b>Supervisor:</b>	Programs Manager	<b>Posting Expires:</b>	Open until filled

**Resumes and Cover Letters accepted by Mike Boody**

**Fax: (205) 202-6046**

**Email: mboody@redmountainpark.org**

**Mail: 281 Lyon Lane, Birmingham, AL 35211**

**GENERAL JOB DESCRIPTION:**

The Education Specialist will lead all education programs and initiatives related to promoting Red Mountain Park as a learning resource for the community. The candidate will be highly organized and outgoing with a “can-do” attitude, and have a love for students of all ages and backgrounds.

**ESSENTIAL DUTIES:**

- Develop and implement revenue-generating field trip and outreach programs for k-12 students in public, private and home schools that are cross-curricular and aligned to Alabama State Course of Study and national Common Core standards
  - Work with Natural Resources Specialist to create programs in areas of environmental science
- Cultivate education partners in the community – especially Birmingham City – who will understand and promote Red Mountain Park as a learning resource for students and teachers
  - Take current and future partners on “VIP” tours of the Park
  - Develop and implement programs for educators to learn about Red Mountain Park’s historical and natural importance, and maintain relationships with those teachers to affect future field trip and student outreach bookings
- Apply for and, if received, manage grant funding that will offset personnel costs while building Park education programs and initiatives
- Track all Park contacts related to education -- including teachers who have brought students out for field trips – and pursue for return visits
- Help maintain web materials on redmountainpark.org related to education, including Programs Guide
- Develop and implement revenue-generating guided hikes and other activities for Park guests who are not school students, including hiking clubs and historical societies, non-profit organizations, garden clubs, and general Park guests
- Make Park presentations to community organizations, including garden clubs, Rotary clubs, and veterans’ groups
- Work irregular hours, including weekends, and perform cross-departmental tasks as needed
- Train and manage new education volunteers and employees

**EDUCATION/EXPERIENCE REQUIRED:**

- Bachelor’s degree or higher in education OR minimum two years’ experience in education at a non-profit organization or related field
- Experience in Microsoft Office, Outlook, Adobe Photoshop, and A/V editing program preferred

**REQUIRED SKILLS:**

- Must be physically able to lead interpretive hikes with guests that range from 1-4 miles at a time in weather that is often hot/humid
- Must be physically able to train for and lead adventure tours on all Park zip line, ropes and team forging courses