



# Environmental Learning Centers of Connecticut

501 Wolcott Rd.  
Bristol, CT 06010  
[www.elcct.org](http://www.elcct.org)

The Environmental Learning Centers of Connecticut (ELCCT) is seeking a dynamic individual to guide its educational programming. ELCCT is a non-profit environmental education and conservation organization located in west central Connecticut that serves environmental education needs throughout the state of Connecticut. The services provided by ELCCT are aligned with the organization's mission to *"Inspire the appreciation and enjoyment of nature through education and conservation, fostering a healthy environment and an improved quality of life."*

ELCCT is committed to providing high quality educational opportunities to people of all ages both at its facilities and off site, such as at schools and community events. The primary educational facilities of ELCCT include the Indian Rock Nature Preserve (IRNP) and the Harry C. Barnes Memorial Nature Center (BNC). IRNP includes education buildings, a demonstration farm, a 10-acre lake and two recreated wigwams and is home to the Indian Rock Summer Camp. BNC is a community nature center that provides hiking trails and exhibits that are open to the public on a regular basis.

The Director of Education will supervise education staff and play a key role in the organization by both developing new and innovative programming and strengthening current programming offered by ELCCT. The Director of Education will network with teachers, schools, parents, community leaders, and other environmental and educational groups throughout Connecticut to reach new audiences. The Director of Education may also identify and aid in fostering partnerships and other funding opportunities that assist ELCCT in providing educational opportunities consistent with its mission.

## **Essential Duties and Responsibilities**

- Lead strategic education initiatives that guide the growth and development of ELCCT's complete range of educational programming. This may include directly implementing and teaching public programs and school programs as needed.
- Oversee and evaluate all of the Center's current programming to respond to need and to maximize the strengths of ELCCT facilities.
- Adapt school programs to meet local, state and national education standards; train staff and volunteers in education techniques that match state and national education standards.
- Manage and mentor full-time, part-time and seasonal education staff; serve as staff liaison to the Board of Trustee's Education Committee.
- Direct the Indian Rock Summer Camp and increase the number of campers; serve as staff liaison to the Board of Trustee's Camp Committee.
- Assist in generating revenue through programs and identifying potential funding sources;
- Work with the Board of Trustees Marketing Committee to attract new audiences for expanded programming.
- Develop and manage education and program budget.

## Qualifications and Requirements

- A Bachelor's degree in environmental education, science, education, or related field; advanced degree preferred.
- Education experience with elementary, middle school or high school aged students, preferred experience with a range of ages. Current or past certification in education preferred.
- Highly motivated and energetic, with a passion for education and promoting an ethic of care for the environment through a visible dedication to and enthusiasm for nature and the outdoors.
- Successful completion of a background check and attainment of all necessary clearances and certifications.
- The successful candidate will also possess the following:
  - Strong administrative skills, including, but not limited to, abilities to efficiently schedule groups and staff, multi-task, and manage time to meet deadlines and complete tasks in a timely manner.
  - Strong social skills for communicating and working with schools and educational organizations.
  - Strong skills in the use of technology for developing and promoting educational programs.
  - Strong writing skills that could be applied to academic and grant proposals.
  - Strong leadership qualities for leading learning center staff.
  - The ability to think creatively and strategically, especially as related to problem solving and planning for engaging mission-based ELCCT programming.
  - The ability to understand financial aspects of planning annual program budget and tracking program accounts.

## Preferred Skills

- Knowledge of and experience with the Next Generation Science Standards (NGSS); familiarity with Common Core State Standards (CCSS) and Connecticut Social Studies standards or willingness to learn.
- Strong working knowledge of ecological principles; knowledge of Connecticut's flora and fauna preferred. At least two years' experience in a leadership position in an education institution or nature center.
- Experience in program design and evaluation, teacher training, grant writing and administration and administrative functions like budgeting.
- Demonstrated ability in leading a staff, including hiring and evaluation.

The Director of Education reports to the Executive Director.

ELCCT Education staff will report to the Director of Education.

ELCCT offers a competitive salary commensurate with experience; generous vacation package.

This is a full time position with weekend and evening hours as required.

To Apply:

Please send cover letter, resume and contact information for three references to Scott Heth, Executive Director, [EducationDirectorSearch@elcct.org](mailto:EducationDirectorSearch@elcct.org).

Closing Date: 5/13/18

Review of applications may begin immediately.

ELCCT reserves the right to fill the position prior to the closing date.