



City of Salem

Youth Environmental Education Program Instructor

SALARY	\$25.80 - \$34.67 Hourly	LOCATION	Salem, OR
JOB TYPE	Fulltime-Career	JOB NUMBER	23-0328-01
DEPARTMENT	Public Works Department	ORG	PW Ops Stormwater Quality
OPENING DATE	05/15/2023	CLOSING DATE	6/5/2023 11:59 PM Pacific

Job Summary



The **Youth Environmental Education Program (YEEP) Instructor** is a perfect position for a formal or non-formal educator to share their passion of science and native Oregon plants and animals while fostering students' personal connections to the environment.

Make an Impact

The YEEP Instructor provides over 400 presentations annually to more than 10,000 students grades K – 5 in the Salem-Keizer School District, Salem-area private schools, and Salem-area home schools.



What you will do

As the YEEP Instructor, you will create an engaging learning environment to help students learn about native Oregon plants and animals. You will provide up to four daily program presentations to local elementary school students during the school year. YEEP includes in-school presentations; Discovery Hikes (nature walks in local parks); and environmental Science, Technology, Engineering, and Math (e-STEM) afterschool activities. The instructor also assists with the Adopt-A-Stream Program, summer camps, and local outreach events.

[Click here to view additional information about the Youth Environmental Education Program.](#)

Additional information on job responsibilities:

- Provide 3 – 4 nature and science-based presentations per day to students (grades K - 5) while being able to modify the information to keep it appropriate for each grade level.
- Using current YEEP presentations as a guideline, refine several age-appropriate environmental education lessons about Oregon's native animals and plants, watersheds, and water resources for grades K - 5. Include physical and behavioral adaptations for each species, habitat needs, predator-prey relationships, role in the food web, threats to survival, effects of water quality and stormwater runoff, and other specific information related to the species in Oregon. Research and include current scientific knowledge on each subject.
- Be familiar with current curriculum standards for K-5 students to incorporate them into science-based presentations.
- Use classroom management techniques to keep students focused and engaged throughout the presentation and in-class activity. Be sensitive to and incorporate means to teach to different learning styles and needs.
- Prepare nature hikes in local parks.
- Manage presentations, which includes scheduling, researching, and developing/honing content, presenting, record keeping, and assessing. Refine handouts for each presentation's project, as applicable. Maintain inventory control for department or volunteer equipment and presentation supplies.
- Attend coordination meetings related to assigned program area.
- Track presentations metrics for the annual report.

What can we offer you for all your hard work?

- Medical, dental, and vision coverage for you and your family.
- Paid vacation and sick time in accordance with City policies.
- Competitive pay.
- Employer-paid PERS contribution of 6%.
- Opportunity for voluntary pre-tax contribution to a 457b account.
- Health care and dependent care flexible spending accounts.
- Voluntary long-term care.
- Employee wellness program.
- Employee assistance program.
- Employee health clinic.
- Position schedule is Monday - Friday between the hours of 7:30 a.m. to 4:00 p.m.

Tentative Recruitment Timeline:

Posting Closing Date: June 5, 2023

Review of Applications: Completed by June 8th

Interviews: June 12th through 21st

Backgrounds & drug screening: June 23rd - July 13th

Planned Start Date: July 17, 2023

This timeline is tentative and could be subject to change as needed.

What are the minimum qualifications?

- Bachelor's degree from an accredited college or university in Elementary Education (science emphasis is preferable), science education, environmental science, environmental studies, or a related field including one year of lead work or supervisory responsibilities; and three (3) years of professional in-class and outdoor teaching experience; or any combination of experience and training that demonstrate possession of the knowledge, skills, and abilities as listed, and ability to perform the essential job functions.
- Must pass the pre-employment background check.
- Pass the pre-employment drug test, which includes marijuana.
- Must have a valid driver's license and have a driving record that meets the City of Salem's driving standards.
- Must pass a criminal background check necessary to obtain Criminal Justice Information System (CJIS) clearance and Law Enforcement Data System (LEDS) certification within 30 days of hire (clearance must be maintained throughout employment).
- Depending on area of assignment, may have to pass the Salem-Keizer School District's background check.

Preferred Qualifications:

- Elementary teaching experience in classroom and outdoor settings with an emphasis on general science, biology, zoology, hydrology, or other natural resource-related field
- Teaching license / certification
- Bilingual proficiency

What you will bring along:

- Ability to teach and facilitate groups with a variety of student learning styles.
- Knowledge of and ability to use classroom management skills.
- Knowledge and experience with curriculum development, science education for grades K - 5, and teaching instruction for individuals and groups
- Knowledge of and skill in providing place-based education.
- Ability to present to and interact comfortably with large and diverse student/teacher/parent groups.
- Ability to monitor learning objectives to adaptively manage the content for student learning.
- Ability to provide lessons synchronously and asynchronously.
- Good working relationships with employees, officials, and the public.
- Effective communication verbally and in writing.
- Respect for individual differences to foster and support a diverse and inclusive workplace.
- Experience teaching science and natural resource education to grades K - 5.

Physical Requirements

- Exert up to 30 pounds of force occasionally and/or a negligible amount of force constantly to move objects with or without reasonable accommodations
- Perform tasks that may require stooping, kneeling, reaching, using manual dexterity, and performing repetitive motions with or without reasonable accommodations
- Able to deliver curriculum in various weather types and topography

About us:

The Public Works Department values employees and their professional development. If you are someone that takes pride in collaborating on innovative ideas, proactively responding to community needs, and being a good environmental and financial steward, we look forward to meeting you! The Public Works Department promotes a healthy work life balance, while maintaining the utmost dedication to the health, safety and welfare of our community, including our team!



The City of Salem is the second largest City in the State of Oregon. Located in the lush Willamette Valley, Salem is the capital city of Oregon with a population over 170,000. Centrally located, Salem is 47 miles south of Portland and an hour from the Cascade Mountains to the east and an hour from the ocean beaches to the west. Salem is an exceptional community for living and working with exciting new and comfortable well-established neighborhoods and carefully preserved historic buildings.

A full-service City, Salem has eight primary departments: Community Services, Finance, Fire, Enterprise Services, Legal, Police, Public Works, and Community and Urban Development. Several departments also have functional divisions within their department. The City has five labor unions and employs roughly 1,350 talented and dedicated staff members. The

Urban Renewal Agency and the Salem Housing Authority are separate municipal corporations. The Agency contracts with the City for services and the Authority is led by the Housing Administrator within the Urban Development department.

Where can I find out more about the position?

Go to the menu option for Class Specifications and search for Outreach/Education Coordinator or view by [clicking here](#).

How can I apply?

The City of Salem invites individuals of all diverse communities and backgrounds to apply for our available job opportunities as we strive to provide the best service to everyone. The City of Salem is committed to providing equal employment opportunities to all and has a culture that values diversity, equity, and inclusion. We believe that by welcoming differences, encouraging new ideas and views, listening to and learning from each other, we are better able to serve the community.

To apply, click on the green “Apply” button to complete your application. Hiring managers do not have access to view resumes as part of the application review process, please make sure to include how you meet the qualifications outlined in the class specification in your application.

Applicants that meet the minimum qualifications as outlined above but not selected for this position may be placed on an eligibility list, and candidates may be hired from the list. Eligibility lists are valid for six months. The City will send email notifications to eligible candidates about potential hiring opportunities so please ensure your email settings accept our system generated email notifications.

You may subscribe for automatic notification of job openings at the City through the [Job Interest Cards](#) – sign up today!

For more information about employment at the City of Salem, please visit our website at www.cityofsalem.net/jobs.

Agency

City of Salem

Address

295 Church St. Suite 210

Salem, Oregon, 97301

Phone

503-589-2081

503-588-6162

Website

<https://www.governmentjobs.com/careers/cityofsalem>

Youth Environmental Education Program Instructor Supplemental Questionnaire

***QUESTION 1**

What is your highest level of education? We encourage you to include supporting details in your application.

- High school graduate or GED
- Associate's Degree
- Bachelor's Degree
- Master's Degree
- Doctorate's Degree
- N/A

***QUESTION 2**

Do you have a teaching certificate? We encourage you to include supporting details in your application.

- Yes

No

***QUESTION 3**

How many years of teaching experience do you have? We encourage you to include supporting details in your application.

- No experience
- Less than 1 year
- 1-2 years
- 3-4 years
- 5-6 years
- 7 years
- 8 years or more

***QUESTION 4**

How many years of formal or informal science and/or natural resource teaching experience do you have? We encourage you to include supporting details in your application.

- No experience
- Less than 1 year
- 1-2 years
- 3-4 years
- 5 years
- 6 years or more

***QUESTION 5**

What is your level of experience with curriculum development for grades K-5? We encourage you to include supporting details in your application.

- Less than 3 months
- 3-5 months
- 6-8 months
- 9-11 months
- 12-17 months
- 18 months or more

***QUESTION 6**

What is your level of experience providing outdoor education and/or nature programming, such as summer camps and nature hikes, as a lead or assistant role? We encourage you to include supporting details in your application.

- Less than 3 months
- 3-5 months
- 6-8 months
- 9-11 months
- 12-17 months
- 18 months or more

***QUESTION 7**

What is your level of experience teaching environmental STEM or STEM in the classroom or other setting? We encourage you to include supporting details in your application.

- Less than 3 months
- 3-5 months
- 6-8 months
- 9-11 months
- 12-17 months
- 18 months or more

***QUESTION 8**

Do you speak Spanish? We encourage you to include supporting details in your application.

- Yes
- No

***QUESTION 9**

What is your level of experience with online teaching? We encourage you to include supporting details in your application.

- Less than 3 months
- 3-5 months
- 6-8 months
- 9-11 months
- 12-17 months
- 18 months or more

***QUESTION 10**

What is your experience with planning and organizing outreach and school events? We encourage you to include supporting details in your application.

- No experience
- Organized 1-4 events
- Organized 5-9 events
- Organized 10-14 events
- Organized 15-19 events
- Organized 20 events or more

* Required Question