



# Environmental Educator

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Are you an enthusiastic and passionate educator who is driven to take climate action and rally others around you to do the same? Join our award-winning non-profit organization to help lead change in the San Diego region and beyond. Through education, consulting, outreach, and community resources focused on soil, water, and waste, our dedicated team helps homes, schools, businesses, and governments achieve their climate action goals. We are proud to serve the region with real, measurable impacts to mitigate climate change.

The Environmental Educator role is a prominent position that collaborates with multiple departments of the organization. With visibility and room to grow into leadership, this is a great role for an ambitious action-oriented person.

## Duties and Responsibilities

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### **Primary Duties**

- Deliver engaging, informative presentations to a wide range of audiences throughout San Diego region and virtually via Zoom
- Plan and staff community outreach events and booths
- Prepare, pack, and maintain event and presentation materials
- Represent Solana Center professionally and maintain a positive working relationship with clients
- Research and develop new curriculum and creative presentation approaches based on contract and programming needs
- Use CRM database to track and report registration numbers for events
- Work cross-functionally to determine needs for volunteer support and define activities at workshops, school presentations, and community events on and off-site

### **Ongoing & Secondary Support**

- Contribute to monthly contract reporting
- Occasionally staff and support the Climate Solutions Resource Center (2-3 monthly shifts on Thursdays and Saturdays) and ongoing contribution to successful functioning of community programs
- Collaborate on grant writing as needed
- Answer environmental inquiries via Environmental Hotline
- Other duties as assigned



# Qualifications

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## Required Qualifications

- Ability to occasionally work weekends, evenings, and have flexible start and end work times
- Excellent writing, communication, presentation, and interpersonal skills
- Experience teaching adults and/or children
- Strong project management skills with proven ability to meet deadlines while balancing a multi-faceted workload
- Technologically savvy and proficient with Google Apps, including Gmail, Google Calendar, and Google Drive; Microsoft programs, including Word, Powerpoint, and Excel and Program management tools such as Asana
- Selfstarter with excellent organization, time management, and delegation skills
- Passion and commitment to working in a fast paced and collaborative team environment. This is a social role requiring you to be “on” and in-person often!
- Capable of lifting 30 lbs.
- Driver's license

## Preferred Qualifications

- Fluent (comfortable presenting, conversating, writing and translating) in one or more of San Diego County's threshold languages: Spanish, Vietnamese, Arabic, Chinese (Mandarin), Filipino (Tagalog), Korean, Persian (including Farsi and Dari), and Somali
- Sustainability or environmental training such as Master Composter, Master Gardener, Permaculture design certification or 2+ years of equivalent experience
- Event planning and coordination experience
- An eye for details, visual aesthetics, and presentation

This position is flexible and full time (30-40 hours/week) with benefits. This is a non-exempt position and is paid hourly starting at \$21/hour, according to the laws of the State of California. This position includes health insurance, paid vacation, and sick time after a 90-day intro period. **Solana Center for Environmental Innovation is an Equal Opportunity employer.**

We have a hybrid work culture where remote work is possible with the expectation of this role being on site or in the field approximately 70% of the time. You must be able to be in our office located in Encinitas to support Center operations or at education events throughout the San Diego region. A company vehicle will be available for work in the community.

*If you're excited about this position, but feel you don't meet 100% of the required or preferred qualifications, we encourage you to apply — we are looking for exceptional candidates who are passionate about our mission, dedicated to outstanding work and committed to furthering the impact of the organization.*

Please send a cover letter/email and resume to [hr@solanacenter.org](mailto:hr@solanacenter.org)