Position Announcement

Genesee Conservation District is accepting applications for a Forestry Educator to join our team of natural resource and environmental protection professionals. This position is integral to the successful launch and the duration of Genesee Conservation District’s USDA Forest Service 5-year Urban & Community Forestry IRA grant. The anticipated start date is in July, 2024, contingent on the finalization of the federal agreement. This is a full-time, grant-funded position.

The successful candidate will coordinate and deliver environmental education to youth in classroom settings and to the general public throughout Genesee County in group settings and one-on-one interactions at public events, presentations, and workshops. The Forestry Educator will take direction from and report to the Forestry Department Co-Manager while working cooperatively with all staff. The work schedule includes daytime, evenings, and some weekends.

Position Summary: Engages with the community in Genesee County, Michigan, specifically focused on the cities of Flint and Mt. Morris, to deliver quality forestry education, promote outreach efforts, and encourage participation to improve the environmental health of the urban forest.

Essential Tasks – Education and Community Engagement

These are illustrations of the various types of work performed. The omission of specific duties does not exclude them if the work is similar, related, or a logical assignment to the position.

- Coordinate, schedule, and teach high quality forestry and natural resource education to youth, adults, and professionals in Genesee County
- Provide technical assistance relating to arboriculture and tree care for both homeowners and professionals
- Recruit volunteers and facilitate tree planting activities
- Connect forestry programming to broader natural resource related topics such as stormwater management, climate resilience, invasive species, biodiversity and environmental stewardship
- Work collaboratively with fellow staff members and other organizations to plan and deliver forestry information during community workshops/lectures on a variety of natural resource topics
- Design promotional materials (physical and digital) for educational and community programs and events
- Create and manage social media content
- Represent the organization at various community meetings and outreach events
- Provide reporting to the Board and the funders on a monthly and quarterly basis
- Other duties as assigned

General Abilities

- Develop and maintain positive relationships with staff, partners, volunteers, schools, funders, and the public
- Ability to work independently, prioritize effectively, and use professional judgment
- Demonstrated proficiency in Microsoft and Google products (PowerPoint, Excel, Google Drive, etc.)
- Ability to comfortably and effectively communicate with a broad range of audiences in diverse settings
Education and Experience

- Bachelor’s degree in forestry preferred OR a bachelor’s degree in environmental education, environmental science, natural sciences, or a comparable field of study, OR three years of relevant experience AND a willingness to pursue ISA certified arborist credential within one year
- Sound understanding of forestry, arboriculture, natural resources, conservation, watershed management, and/or environmental principals and the ability to translate that knowledge for education and other projects

Competencies: knowledge, skills, and abilities

- High-energy, outgoing, and engaging personality who approaches work with a positive attitude
- Commitment to inclusive environmental education experiences that engage diverse audiences
- Ability to work with the public, educating youth, and engaging residents
- Highly organized with the ability to prioritize and re-prioritize workload in a fast-paced working environment
- Able to think critically while working independently and as part of a team
- Dedicated to the highest standards of integrity and quality of work
- Able to interpret and implement written and verbal directions
- Strong verbal and written communication skills
- Able to lift and carry 30 pounds, climb stairs, and perform work out-of-doors and in an office setting

The position is full-time at 40 hours per week; grant-funded with a starting wage of $22 per hour. The work schedule is flexible to accommodate the variety of delivery methods including daytime, evenings, and weekends. Continuation is contingent upon future funding. Benefits include paid federal holidays, paid time off, a small benefit stipend, and access to employee paid health, dental, optical, and other similar insurance benefits. A valid Michigan driver’s license and reliable transportation is required. Mileage is reimbursable at the current IRS rate. The incumbent must submit to and pass a background check.

APPLICATION INSTRUCTIONS
Submit a cover letter stating your suitability for the position based on knowledge and skills, along with a resume, unofficial transcripts, and professional references to Angela Warren by email at geneseecd@yahoo.com by July 3, 2024 for the first review. This position will remain posted until filled.

The Genesee Conservation District is an equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Genesee Conservation District is a local unit of government established in 1946. We provide education, technical assistance, and implement conservation practices that protect the environment and enhance natural resources in our community.