



**TOWNSHIP OF PLAINSBORO**  
**NOTICE OF VACANCY**

**DATE OF POSTING:**

**TITLE:** Environmental Education Group Instructor- Hourly - up to 15 hours per week (evenings and weekends)

**DEPARTMENT:** Recreation and Community Services

**HOURLY RATE:** \$25 per hour

The Plainsboro Preserve strives to educate the children in the surrounding area to develop a love and respect for animal and the environment. This is a perfect opportunity for college students studying education or environmental science and recently retired teachers who have a genuine love of nature.

**DUTIES DESCRIPTION:**

Under direct supervision of the Environmental Education Coordinator provides group instruction, monitors, educates participants, and maintains a safe and enjoyable atmosphere for class members.

Duties include but are not limited to:

- Teaches scheduled classes, beginning and ending on time; provides instruction, examples, guidance and inspiration during classes.
- Teach in an outdoor environment.
- Takes attendance in-person (for children's classes makes sure parents sign child in and out from class)
- Instructs class on natural history, science, outdoor experiences.
- Prepares adequate equipment, and supplies, (when needed) for each class.
- Assists participants, answers questions and maintains a positive experience for the class.
- Keeps front desk staff and coordinators informed of participant and building needs.
- Ensures that safety standards are met, and that department and building policies are adhered to.
- Performs related duties as required.

**REQUIREMENTS:**

- College degree in field of science, science/elementary education
- Ability to work outdoors year-round
- Experience working with the public, both children and adults
- Excellent communication and interpersonal skills.
- Ability to manage time effectively and work independently.
- Ability to work a flexible schedule that may include nights and weekends.
- Ability to lift 40 pounds.
- Ability to resolve conflicts and use good judgement when enforcing the rules and regulations of the Recreation and Cultural Center.

**APPLY ONLINE:** <https://www.plainsboronj.com/500/Employment-Opportunities>

**PLAINSBOROTOWNSHIP IS AN EQUAL OPPORTUNITIES EMPLOYER**