

Educator

Role Details

Department:	Education & Volunteer Engagement (EVE)	Start Date:	March 3, 2025
		End Date:	<i>November 1, 2025</i>
Reports to:	Lead Educator Engagement Coordinator Youth Education Coordinator	Compensation	\$22.00/hr

About the B.C. Wildlife Federation

The B.C. Wildlife Federation (BCWF) is British Columbia’s leading conservation organization. As a province-wide member-driven charitable organization; with over 43,000 members and more than 100 member clubs, our organization represents the interests of all British Columbians who aim to protect, enhance, and promote the wise use of the environment for the benefit of present and future generations.

The BCWF is accepting applications for **(2) Educators** for the 2025 spring, summer, and fall seasons (March – November). Educators will be tasked to lead a variety of programs for the Gently Down the Seymour program facilitated with the Seymour Salmonid Society, as well as with Wild Kidz and Go Wild camps under the Education and Volunteer Engagement (EVE) department. EVE’s mission is to provide youth with safe, accessible, and comprehensive conservation and environmental education. Our team values inclusivity, respect, clear communication, transparency, accountability, education, and taking the extra step. If you believe in educating the next generation of conservationists as well as the values listed, we encourage you to apply and be part of our team.

Share your passion for the outdoors!

The EVE (Education & Volunteer Engagement) team highly values diversity, and we strive to foster an equitable and inclusive team culture. We believe that the environment belongs to everyone, and it is up to all of us to protect it. Whether you call it the outdoors, nature, or the environment – what makes the natural world beautiful and unique is that everyone values and cherishes it in their own unique way. The EVE team aims to create more equitable access for all youth to learn about, explore and protect the outdoors, regardless of race, income, gender identity, sexuality, or ability. We are always looking for new and diverse perspectives that will spark the passion of the next generation of caretakers.

This position will come in three phases: Spring and Summer and Fall. During the spring and fall, successful applicants will run the Gently Down the Seymour program in North Vancouver and are responsible for their transportation and lodging to and from the site. During the summer phase, the successful applicants will travel with the BCWF staff team for most of July and August. During camp weeks, the BCWF will provide camp lodging*, transportation, and meals. The Gently Down the Seymour program may extend into the fall, depending on funding. The work conditions will be the same as in the spring.

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To support a workforce that reflects the diversity of our community, women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (2SLGBTQIA+), persons with disabilities, and others who may contribute to the diversity of our workforce are encouraged to express their interest and apply.

Depending on funding, there is a strong possibility for this position to be extended into the fall.

*A combination of tent camping and cabins.

Position Purpose

Educators implement educational programming for the B.C. Wildlife Federation's (BCWF) Education and Volunteer Engagement team. Programs include but are not limited to Gently Down the Seymour (GDS), Wild Kidz, Go Wild, and the National Archery in the Schools Program (NASP). Educators facilitate the Gently Down the Seymour, Wild Kidz, and Go Wild summer programs.

Core Responsibilities

Program Delivery

- *Gently Down the Seymour*
 - Facilitate Gently Down the Seymour full day school programs in partnership with the Seymour Salmonid Society (March to June and September to November)
 - Learn and lead developed program
 - Complete necessary administrative work
- *Wild Kidz and Go Wild*
 - Facilitate Wild Kidz and Go Wild in-person day camps (July and August)
 - Purchase camp supplies
 - Learn and lead educational programs
 - Support with facilitating firearm practice
 - Complete necessary camp administrative work
 - Communicate with parents
- *National Archery in the Schools Program*
 - Receive Basic Archery Instructor (BAI) certification
 - Assist with NASP-related events and activities

Marketing and Communication

- Attend outreach events to increase public engagement with the BCWF programs
- Assist in developing information packages for parents, grantors, sponsors, and other partners
- Meet with parents and other partners
- Assist in preparing material for social media posts (e.g. Facebook, Instagram, TikTok, etc.), advertisements, posters, blogs, and newsletters to highlight program and project successes

Administration

- Track program expenses

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- Clean and maintain program equipment
- Assist in developing evaluation surveys for Wild Kidz and Go Wild
- Analyze measured outcomes from surveys and record results
- Track EVE program yearly engagement through camps, events, school programs, and workshops
- Other duties related to the EVE or other BCWF programs as required, which include but is not limited to procurement of materials, design of outreach materials or learning modules, data collection, management, analysis, and/or fieldwork (e.g., invasive species maintenance, planting, collecting biological monitoring data)

Conservation Projects

- Facilitate beginner conservation projects for Wild Kidz camps
- Facilitate advanced conservation project(s) for Go Wild
- Track measurable impacts of finished conservation projects
- Develop supplemental educational programs linked to conservation projects

Requirements, Competencies and Skills

Requirements

- Must be 15-30 years of age (*due to funding requirements*)
- Must be a Canadian citizen, permanent resident or person whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*; have a valid Social Insurance Number at the start of employment, and be eligible to work in B.C.

Knowledge, Skills, and Abilities

Suitable Candidates...

- Must have a strong personal alignment with BCWF's mission, goals, and values (applicants are strongly encouraged to review our website for further details on these topics)
- Must have excellent written and verbal communication skills, including a professional demeanor and a positive attitude
- Must be extremely well organized, flexible, and detail-oriented, with the ability to manage multiple priorities and meet tight deadlines
- Must be a self-starter, capable of working well independently as well as within a dynamic, multi-faceted team environment
- Must be able to keep strict confidentiality and sign an oath of confidentiality
- Must be capable of lifting objects of up to 40 pounds
- Must be willing to work evenings, weekends, and extended hours, where necessary, to accommodate activities and events of the Federation
- Must be comfortable working outdoors in natural spaces, occasionally in adverse weather conditions for program delivery (e.g., camping, hiking, etc.)
- Must complete a Criminal Record Check for working with youth and vulnerable adults
- Must have a valid Class 5 or N driver's license
- Access to a vehicle is considered an asset
- Must possess a valid first aid certification

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Education

- High school graduate and/or enrollment or completion of post-secondary program in Arts, Sciences, Education, Business, Communications, Technology
- Relevant and equivalent work experience will be considered in lieu of post-secondary enrollment

Work Experience

- 1+ years' experience working with children and youth
- 1+ years' experience working in general or environmental education is considered an asset
- 1+ years' experience working with not-for-profit organizations is considered as an asset
- 1+ years' experience working in a supervisory role is considered as an asset

Experience

- Proficiency with Microsoft Office programs (e.g. Word, PowerPoint, Excel, OneDrive, etc.)
- Proficiency with social media platforms (e.g. Facebook, Instagram, Twitter, LinkedIn, etc.)

How to Apply

Deadline for applications: Monday, January 20, 2025, 11:59 PM (Pacific Time)

To apply, please send a **single** PDF file combined cover letter and resume to jobs@bcwf.bc.ca

For more information, you may contact:

Kendall McLaughlin
Engagement Coordinator
B.C. Wildlife Federation
E: volunteer@bcwf.bc.ca
T: 604-882-9988 ext. 202

We kindly ask that applications be sent by email only (no fax or mail applications please). Due to the high number of applications, only applicants who are selected for an interview will be contacted. We sincerely thank all applicants for their interest in the B.C. Wildlife Federation. For other career opportunities, please visit our website – www.bcdf.bc.ca/current-opportunities/