



# EDUCATION PROGRAMS FACILITATOR

## Position Description

### Job Description

Under the supervision of the Community Programs Director, Education Programs Facilitators are responsible for assisting with the implementation of Parkway's Field Trips programs. Through River Field Trips, Classroom Presentations, and River Buddies Pre-K programs, Parkway reaches over 7,500 students annually. The Education Programs Facilitators will represent Parkway and work collaboratively with volunteers and staff to facilitate mission-driven, safe, and memorable experiences for students on the San Joaquin River Parkway. Most work will involve leading outdoor field trips.

### Time Commitment

Education Programs Facilitators' duties vary, averaging 6-24 hours per week depending on availability (approximately 6 hours/day, 1-5 days per week); this position runs through May 2027, with an option to interview for Summer 2027 programs.

### Responsibilities

- Acting as an activity Facilitator for weekday field trips or in-class presentations by leading hands-on educational activities and recreational/team-building activities for 1st-8th-grade students.
- Assisting with weekend or special programming as needed/available
- Participating in training, shadowing opportunities, and daily collaboration with program interns and volunteers
- Staging physical materials and activity kits for field trips
- Assisting in maintaining program equipment and supplies, including:
  - Maintaining activity kit inventories, communicating purchasing needs to the Lead Field Trip Facilitator and Recreation Programs Manager, and restocking kits as needed
  - Preparing activity-specific materials as needed (sharpening pencils, cutting worksheets, etc.)
  - Organizing and maintaining field trip activity storage areas
  - Loading and unloading canoes/kayaks and driving Parkway vehicles with or without a trailer as assigned
- Work collaboratively with education staff and volunteers to facilitate education programs and demonstrate the values and mission of the San Joaquin River Parkway and Conservation Trust.
- Other duties as assigned



## Qualifications

- High School Diploma or equivalent
- Completed coursework in a relevant field (education or environmental sciences) OR previous experience in the education field, preferably working with outdoor and nature-based programs
- Excellent written and oral communication skills
- Bilingual in Spanish or Hmong preferred
- Knowledge of educational and informational presentation techniques for a wide variety of audiences, and have proven ability to adapt activities and curriculum to communicate ideas and information to audiences of diverse backgrounds, ability levels, and varying ages
- Ability to work outdoors in variable weather conditions and on uneven terrain
- Valid driver's license and transportation, or reliable transportation to and from work
- Ability to work weekends as needed
- Must be able to lift 40 lbs

Education Programs Facilitators begin at \$17.00/hr.

Parkway is committed to equal employment opportunities for all employees and to providing employees with a work environment free of discrimination and harassment. All employment decisions are based on business needs, job requirements, and individual qualifications, without regard to race, color, religion or belief, sex, sexual orientation, gender identity, national origin, veteran status, disability, or any other status protected by the laws or regulations of the United States. Parkway will not tolerate discrimination or harassment based on any of these characteristics. We encourage applicants of all ages.

## **To Apply**

Please submit a completed [application](#), resume, and a brief cover letter outlining your interest in this opportunity to Carina Damian at [cdamian@riverparkway.org](mailto:cdamian@riverparkway.org) with the subject line "Education Programs Facilitator Position."