Pacific Grove Museum of Natural History, Job Opportunity, Pacific Grove, CA

Job title: Marine Science Education Fellow for the LiMPETS Program

Supervisor: LiMPETS Program Manager

Status: Part-time / Non-Exempt / Non-benefited / Term Position / Fellowship

Hours and Dates: Varies (Hours between 8:30AM-5:00PM), Monday-Friday (Occasional Saturday), September 2023 - May 31, 2024

Compensation: $17.00-$19.00 per hour

Position Summary: The Marine Science Education Fellow will provide instructional and administrative program support for the LiMPETS program, both in the classroom and in-person on field trips. Through this fellowship the candidate will also have the opportunity to work and collaborate with the LiMPETS Network and community partners, gain competitive skills in the marine and environmental science field, and receive career mentoring and networking from the LiMPETS Program Manager.

This is a part-time, term position with the Pacific Grove Museum of Natural History and requires a commitment of 10-25 hours per week, Monday-Friday with occasional weekend work. Working hours will be arranged with the candidate’s schedule in consideration.

Job Outcomes and Responsibilities

- Assist with the delivery of LiMPETS coastal science education programs, both in the classroom (in-person or distance learning) and in the field.
- Assist LiMPETS Program Manager in administration of LiMPETS programs, including outreach to teachers and registration of students.
- Ensure consistency and accuracy of student-generated ecological monitoring data collection both in the field and during data entry.
- Assist in the implementation of a teacher professional development workshop.
- Assist in developing LiMPETS curriculum and online educational resources, as needed.
Manage program equipment and supplies.

Maintain a safe and inclusive environment for all students during LiMPESTS activities.

Contribute to social media and newsletter content.

Other duties as assigned.

Competencies

- Willingness to learn teaching skills to effectively instruct K-12 students from diverse backgrounds.
- Passionate about the ocean and marine science, with general knowledge or willingness to learn about concepts including key ocean organisms, coastal ecosystems, and coastal stewardship.
- Ability to work as a team member; must be outgoing, patient, energetic and enthusiastic; must have good communication and interpersonal skills.
- Ability to adjust quickly to changing priorities and manage tasks in a sometimes-stressful outdoor environment.
- Must be able to lift and carry 40lbs as this position requires transporting education materials.
- Ability to climb boulders in the rocky intertidal and be knee-deep in the ocean.
- Flexible schedule: willingness to work occasional early mornings, evenings.
- Strong computer skills and experience with virtual platforms such as Zoom, Google Meet, Microsoft Teams.
- Must have access to reliable transportation, a valid driver license, and a clean driving record.

Education and Experience:
High school diploma required; Recent college graduate preferred, currently enrolled college students will also be considered.

Other Certifications and Requirements:
First aid and CPR certification is required. This may be obtained after hire. And a background check is required of all education staff.

To Apply:

Please send your resume, cover letter, and two references - all in a single PDF - to sarver@pgmuseum.org. Your cover letter should address your commitment to being an effective educator and demonstrate a passion for marine science, and commitment to equity, diversity, and inclusion. Applications will be accepted until the position is filled.