



We're Hiring!

Marine Science Educator

Location of Position: Marin Headlands, Sausalito, California

Reports to: High School Programs Manager

Position Classification & Expected Hours of Work, and Travel: This is a full-time hourly, non-exempt position.

- This is a full-time position, working five consecutive days per week including at least one weekend day.
- Consistent weekend work is required.
- Regular onsite work is required.
- The work schedule is generally eight hours per day, Tuesday through Saturday, hours vary depending on the schedule for the day.
- Evening and Holiday work may be required as job duties demand.
- Occasional travel to satellite facilities and/or field work is for this position within California.

Compensation Range: \$25.92/hr.

Full Benefits:

- Holidays
- Sick Time
- Vacation
- Medical, Dental, and Vision
- Life Insurance
- 401k Retirement Plan
- The Marine Mammal Center offers benefits to support the emotional wellbeing of you and your loved ones (*Employee Assistance Program*)

Job Summary:

The Marine Science Educator serves a key role in the delivery of school tours and youth programs and is instrumental in the development and preparation of high school programs. With direction from their supervisor and collaboration with a variety of team members, this role will support the growth of the program and department to meet our mission outcomes by providing a high-quality and lasting education experience.

Essential Functions

Program Implementation: 75%

- Delivers and engages marine science content to ages 4th grade to adult while providing excellent customer service by presenting marine science curriculum through best practices all while providing a safe and positive learning environment.
- Continually cross-trains on and provides support to all programs offered to school and youth audiences, including docent coverage and guided tours as needed.
- Creates and maintains relationships with teams across the Center as well as a variety of stakeholders and community members, including but not limited to teachers and other non-profit and/or partner organizations.
- Organize logistical aspects including, but not limited to, scheduling activities, gathering supplies, setting up learning spaces, gathering all necessary paperwork for participants, and tracking and recording data.
- Facilitate check-in and check-out procedures for assigned programs.
- Address inquiries and provide timely and helpful responses during programs.
- Follow safety protocols and emergency procedures to ensure the well-being of education participants, volunteers, and staff.
- Communicate incidents, altercations, or other work-related issues effectively with the High School Programs Manager.

Program Development: 15%

- Supports development of the program including new content, media, and/or technology, as well as new program creation and implementation.
- Maintains up to date knowledge of marine mammal science, ocean conservation, and climate change science through educational training, Center speaker events, and professional development opportunities.

Other Duties as Assigned: 10%

- Perform special projects and research as assigned.
- Perform other duties as assigned.

Supervisory Responsibility:

None.

Knowledge, Skills, and Abilities

- Has a passion for and desire to learn in environmental education and The Marine Mammal Center's vision and mission.
- Knowledge of Marine Science and Ocean Literacy Principles.
- Skills using, or ability to learn, Microsoft Office Suite (including Word, Excel, PowerPoint, Outlook) as well as communication and project management tools and technologies.
- Effective written, verbal, and active listening communication skills.
- Ability to work collaboratively and maintain open communication in a team environment.
- Adapts to and learns from change, challenges, and feedback; demonstrates flexibility in approaches to work.

- Strong time management skills including prioritization and multitasking.
- Ability to provide exceptional customer service to a variety of audiences.
- Establish and maintain effective working relationships with those contacted in the course of work, which includes volunteers, interns, staff, and others.
- Communicate and interact effectively with people across cultures, ethnic groups, and identities.
- Practice self-awareness and respect while engaging with people of diverse backgrounds.
- Willingness to support and participate in The Marine Mammal Center's diversity, equity, and inclusion programs.
- Bilingual abilities a plus (preference for Spanish speaking).

Qualifications and Experience

- Ability to obtain clearance via livescan fingerprinting for U.S. Department of Justice to work directly with students.
- Ability to obtain a TB test when required and any other medical examinations or vaccinations as required by state or federal law to work directly with students.
- Valid driver license with acceptable motor vehicle record to maintain standards of insurability.
- Proof of COVID-19 Vaccination or waiver (medical or religious).
- This position requires a combination of education and experience equivalent to a bachelor's degree in education, natural sciences, or related field; and at least one year of experience in working with school groups and leading tours or programs.
- A background in environmental education, or natural sciences, bilingual proficiency, program development, and school environmental experience are all highly desirable.

Work Environment & Physical Requirements

- This position operates in a professional office and hospital environment both indoors and outdoors with access to other parts of the facilities via outdoor pathways.
- Working in outdoor weather conditions and elements may occur.
- Ability to walk/cover up to 5 miles during a shift on a frequent basis.
- Ability to work in an open cubicle office space with many distractions.
- Ability to work at a desk for extended periods of time using a computer.
- Routinely uses standard office equipment such as computers, phones, photocopiers, scanners, and filing cabinets.
- Ability to lift and/or move up to 50 pounds.
- Ability to drive/operate a vehicle.
- Exposure to allergens and zoonotic diseases.
- Involves smells associated with animals and the care of animals.

OUR COMMITMENT TO DIVERSITY

The Marine Mammal Center actively engages individuals from all backgrounds. We are committed to embracing diversity within our organization because we firmly believe that diverse employee teams help us to achieve our best organizational outcomes and provide the most

effective support to the communities we serve. We are deeply dedicated to creating and maintaining an inclusive, equitable and supportive work environment. We strongly encourage people from underrepresented groups to apply. The Marine Mammal Center believes in growth and supporting our employees as best we can so they can become their best selves in and outside of work. We believe that a healthy work environment means building an inclusive culture where people can thrive together and feel supported and empowered. We believe in stretch versus constraint.

OUR MISSION

The Marine Mammal Center advances global conservation through marine mammal rescue and rehabilitation, scientific research, and education.

ABOUT THE MARINE MAMMAL CENTER

The Marine Mammal Center is leading the field in ocean conservation through marine mammal rescue, veterinary medicine, science, and education.

For more information, please visit our “About Us” page at www.marinemammalcenter.org

To Apply: [Application Link](#). Please submit a cover letter and resume and provide a brief description about how your experience aligns with the role.

Note that applications without a cover letter will not be considered.

In your cover letter, please feel free to note which pronouns you use (For example – she/her/hers, he/him/his, they/them/theirs, etc).

We strongly encourage people of color, lesbian, gay, bisexual, transgender, queer and non-binary people, veterans, parents, and individuals with disabilities to apply. The Center is an equal opportunity employer and welcomes everyone to our team. If you need reasonable accommodation at any point in the application or interview process, please let us know.