



PCEI Palouse Roots Assistant Educator

PROJECT SPONSOR: Palouse-Clearwater Environmental Institute

PCEI MISSION: To increase citizen involvement in decisions that affect our region's environment. The Palouse-Clearwater Environmental Institute (PCEI) is a proactive grassroots membership organization working on regional conservation and environmental issues. Since 1986, we have worked to increase citizen involvement in decisions that affect the regional environment.

LOCATION: PCEI's Palouse Nature Center in Moscow, Idaho.

POSITION TIMELINE: Position starts October 2, 2023, and ends August 15, 2024 (900 hours approximately 20 hours a week)

POSITION SUMMARY: We have an opening for a teaching assistant intern, 20 hours per week during the 2023-2024 school year based at PCEI'S Palouse Nature Center, regularly weekdays: Mondays - Thursdays, 8:30am - 1:30pm, with closures following the Moscow School District and/or weather related. July – August times may vary.

Assistant Educator will be working with children between the ages of 4 -7 in an outdoor environment and will have knowledge and experience in play-based learning, emergent curriculum, and local ecology; have a love for nature, teaching, and children; and enjoy being outdoors in all kinds of weather.

RESPONSIBILITIES:

- **Palouse Roots Assistant Educator** (lead children and groups in environmental education activities and field trips. Help teach new skills and support appreciation and love for our natural world). All AmeriCorps members and staff work collaboratively as well as independently at times, in the areas of restoration, Nature Center, education, and supporting volunteers. Each individual position also has specific responsibilities that help the overall team provide complete and meaningful experiences in all focus areas.
- Assist primarily with **educational programs supporting PCEI's Palouse Roots Nature School**. There is an opportunity to support **summer programs** and some **adult education, as well as leading service projects** (co-lead field experiences, classroom trips, and work with university students teaching basic ecology, water resources, and naturalist skills) **when time allows**.

Job tasks and responsibilities include:

- Establish and maintain effective working relationships with children, parents, and staff;
- Maintain a safe learning environment and assure the wellbeing and safety of the children in their care;
- Exhibit a genuine nurturing and caring attitude to all children;
- Be an active learner willing to continue their growth as a teacher;
- Be enthusiastic and prepared to explore the outdoors with children on a daily basis;
- Be willing to follow the child in their interests rather than dictating their day;
- Willingness to get dirty, sit on the ground in exploration, and play;
- Be actively engaged and contribute to developing the emergent curriculum;

- Observe and document the children’s learning, behavior, and development;
- Address the individual needs of each child as they emerge;
- Work directly with other teachers and staff;
- Model kindness, wonder, engagement, and empathy.

Required knowledge and skills:

- Active interest in the natural world and a commitment to its use as a central and daily learning and play environment;
- Aptitude/comfort with learning basic natural history/ecology
- Able to speak clearly, positively, and effectively with both children and staff;
- Strong verbal communication skills;
- Able to lift up to 50 lbs. and move easily outdoors in various weather conditions;
- Must pass a background check.

AMERICORPS POSITION REQUIREMENTS:

- Ability to commit to the full term of service for which they are applying
- Knowledge of and/or desire to learn about plant species and management
- Valid driver’s license and good driving record
- Strong organizational, time management, and project management skills with the ability to work independently as well as part of a team
- A cooperative manner and the ability to serve as part of a diverse team
- 18 years of age or older, at beginning of service term
- U.S. citizen, national or lawful permanent resident.
- Must successfully pass a fingerprint criminal history background check through PCEI
- Regular and reliable attendance and dependability
- Complete and submit all necessary PCEI AmeriCorps paperwork and reports in a timely manner
- Attend and complete all PCEI AmeriCorps training and service requirements including orientation, trainings, and national service days
- Willingness to contribute to the spirit of community volunteerism and teamwork

MEMBER BENEFITS INCLUDE:

- A taxable, monthly living allowance of \$10,200.00/11-month member, paid over the term of service, two payments per month).
- Upon successful completion of a term of service, eligible members receive an education award of \$3,447.50 for this position. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational, or trade schools. The education award is taxed in the year that it is used.
- Student loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Childcare allowance for those who qualify
- Professional development, trainings, and networking opportunities

QUESTIONS ABOUT THE POSITION? CONTACT:

Ariel Mack, Palouse Roots Coordinator, (208) 882-1444 or info@palouseroots.com

TO APPLY:

Please submit cover letter, resume, and contact information for two references to: info@palouseroots.com (Please send resume and contact information as one attachment.)