



School Program Specialist Job Posting

Roger Williams Park Zoo (RWPZ) of Providence, Rhode Island, is one of the nation's oldest zoos, and home to over 100 animal species. Our culture is built on our core values: community, fun, innovation, diversity, integrity, sustainability, and excellence. We value our role in the community as a treasured place for families and a trusted resource for learning; we create a sense of community for our staff and contribute to the global conservation community. We provide a fun experience for our guests and believe that a fun environment is essential to create a great workplace. We are willing to take risks, to propose novel ideas and to think "out of the box". Bold dreams are welcome here. We act with respect toward all, and we value diversity. Integrity and honesty drive our business practices and our relationships with each other and our constituents. We are driven by our vision of greater sustainability in our environmental practices and in our business model. We believe that by establishing a sustainable financial base we can best achieve our goals. We are always striving for excellence. We work to exceed expectations in all areas.

RWPZ is currently recruiting a year-round, full-time, exempt School Program Specialist. Reporting directly to the Manager of School Programs. The School Programs Specialist is primarily responsible for facilitating Zoomobile programs as well as curriculum and program development.

RESPONSIBILITIES

Instructor Responsibilities:

- Facilitate a variety of programming, including, but not limited to:
 - School programs for all ages (Toddler- Adult) both on and off Zoo grounds
 - Out of school time programs including before school, after school and summer programs
 - Community outreach programs both on and off Zoo grounds to a variety of audiences including, but not limited to, scout groups, camp groups, homeschool groups, libraries, and other community organizations.
- Provide support for Winter, Spring, Holiday, and Summer Zoo Camps programs as a counselor, facilitating aftercare and/or facilitating animal encounters as needed.
- Safe operation of zoo vehicles when required for off-site programming.

Curriculum Responsibilities:

- Works with the Manager of School Programs to assist with the development of school program

curriculum for school programs, multi-visit programs, and out-of-school time programs.

- Works with the Manager of School Programs to assist with development of Pre & Post Packets for teachers and Teacher Resource Guides.
- Works with the Manager of School Programs to assist with the development and facilitation of new programming opportunities.

Animal Handling Presentation Responsibilities

- Be proficient in all aspects of the presentation of Ambassador Animals as gleaned through the completion of RWPZ's Animal Ambassador training components.
- Be comfortable with all aspects of animal handling, acclimation, and presentation in programs.
- Transport animal carriers and program supplies to and from vehicles and throughout the Zoo
- Work quickly and thoughtfully with the Animal Care team to respond to animal, animal-related emergencies both on and off Zoo grounds.

Other functions and responsibilities (Non-Essential/Marginal Functions)

- Support both the mission of the Zoo and the related mission of the Education Department by performing other duties as assigned, including, but not limited to, program development and facilitation of programs by the Education Managers and/ or the Director of Education.
- Assist the Manager of School Programs with program evaluation.
- Assist the Manager of School Programs with the training of part-time staff, seasonal staff & interns as needed.
- Facilitate Animal Encounters for Group Sales events, including but not limited to Birthday Parties, Corporate Events, and Community Events.

CRITERIA

Required Experience, Training and/or Education:

We will consider various combinations of relevant experience and education providing they meet the minimum requirements of demonstrating the following:

- Expertise in non-formal science, environmental and/or conservation education program development and delivery.
- An understanding of educational pedagogy, lesson and curriculum design, learning psychology and child development.
- Knowledge and application of the Next Generation Science Standards, Common Core Standards, Rhode Island Early Learning Standards and Social Emotional Learning Competencies.:

Preferred Experience, Training and/or Education:

- Advanced understanding of key areas of work, including special education, informal learning, outdoor education, science education, or developmental psychology, would be valued in a candidate.
- Experience and comfort with animal handling would be valued in a candidate.
- Ability to develop and refine education programs using an equity lens to ensure accessibility and inclusion for diverse audiences would be valued in a candidate.
- Previous Customer service experience in a zoo, aquarium or related organization would be valued in a candidate.

- Experience facilitating programs in formal classroom settings would be valued in a candidate.
- Experience planning and facilitating out-of-school time programs would be valued in a candidate.
- Experience working with diverse populations would be valued in a candidate.
- Recent experience working with diverse populations and fluency speaking additional languages a plus.
- CPR and First Aid certification would be valued in a candidate.

Competencies:

- Ability to effectively:
 - Work both independently and with a team.
 - Work with children and adults of all ages and learning abilities.
 - Identify and respond to signs of stress in a variety of animals including mammals, reptiles, amphibians, invertebrates and various types of birds, including, but not limited to raptors, macaws, waterfowl and galliforms.
 - Function in a professional environment, demonstrating responsibility and creative problem-solving.
 - Facilitate programs independently and with co-facilitators.
 - Listen actively and respond in a respectful tone.
 - Build trust through open and honest communication.
 - Contribute to a work environment of inclusiveness, welcoming others' suggestions and points of view.
 - Establish priorities, manage time, meet deadlines, and organize resources effectively.
 - Work safely and follow established safety standards.
 - Quickly and thoughtfully respond to animal, animal-related human, and human health emergencies.
 - Remain flexible when faced with unexpected challenges.
 - Approach work with a culturally responsive lens; having the ability to understand cultural differences, recognize potential biases, and look beyond differences to work productively with co-workers, children, families, and communities whose cultural contexts are different from our own
 - Maintain effective working relationships.
 - Ability to carry out job responsibilities in loud, high-energy environments.
- Must demonstrate proficiency in:
 - Effective program design.
 - Evaluative thinking.
 - Conservation psychology and behavior change models.
 - Microsoft Office (primarily Excel, Word and Outlook).
- Must possess:
 - Effective classroom management and behavior management skills
 - Ability to develop and facilitate programming that fosters empathy for wildlife and wild places.
 - Ability to articulate the important role of Association of Zoos and Aquariums (AZA) Accredited Zoos and Aquariums in education and conservation.
 - An appreciation of informal, lifelong learning in agreement with RWPZ's mission and commitment to education and conservation.

- Strong verbal and written communication skills

Additional Requirements:

- Frequently exposed to various types of weather conditions, and work is performed in a variety of indoor and outdoor environments.
- Flexibility to work Saturdays, Sundays, Evenings and Holidays.
- Occasional travel via all modes of transportation.
- Successful completion of a background check.
- Valid driver's license.
- Frequently lifts and/or moves stationary items such as animal carriers up to 30 pounds for 30-minute intervals and handles moving animals which may weigh up to 15 pounds for 30-minute intervals.

Supervisory Responsibilities:

- Not Applicable

As a School Program Specialist, you will join our team to showcase our Zoo pride and excellence in customer service.

If you are interested in this exciting opportunity to be a team member at a well-renowned Zoo in the New England area, send a cover letter and resume to:

Roger Williams Park Zoo
ATTN: School Program Specialist
1000 Elmwood Ave
Providence, RI 02907

-or-

employment@rwpzoo.org



ACCREDITED BY THE
**ASSOCIATION
OF ZOOS &
AQUARIUMS**



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