



# SCARBOROUGH LAND TRUST

Conserving land for people, for wildlife — *forever.*

## **Education and Communications Seasonal Specialist – Job Description**

Status: Full-time -- Temporary  
Reports to: Executive Director  
Location: Scarborough Land Trust office  
Hours: 40 hours per week, starting in June and ending in August or early September, 2023

### **About Scarborough Land Trust**

Scarborough Land Trust (SLT) is a highly respected, independent, nonprofit organization founded in 1977. SLT's mission is to conserve land where natural resources, scenic vistas and historical significance offer unique value to our community. Where appropriate, SLT creates and maintains hiking trails and recreational opportunities. SLT also offers guided hikes, workshops, programs, and environmental education activities. The organization partners with many other community groups in Scarborough, neighboring towns and across the state.

### **Overview**

The SLT Education and Communication Specialist will help develop, schedule and conduct education programs for a variety of audiences in the Town of Scarborough. This individual will also implement additional communication responsibilities as assigned.

### **Responsibilities**

- Develop programs for children, families, and adults
- Schedule and conduct educational programs for various age groups
- Help teach the "Follow A Rain Drop" program
- Update social media platforms with new posts and videos
- Write articles for on-line and print materials
- Conduct interpretive and educational programs at SLT properties
- Represent SLT at various events, building membership and brand identity
- Build relationships with partner organizations to further the educational goals of SLT
- Carry out other tasks as assigned by the Executive Director

### **Qualifications/Skills Required**

- Strong belief and passion for the mission of SLT
- Desire to learn new skills and grow as a person
- Attention to detail and strong work ethic
- Experience conducting nature/outdoor or environmental education programs

- Knowledge of computers and technology
- Familiarity with social media platforms
- Ability to work independently and be a team player
- Excellent communications skills
- Good interpersonal skills with people of all ages
- Must be able to carry and lift 30 pounds
- Comfortable working outside in various environmental conditions
- Valid driver's license and access to an automobile

### **Compensation**

The position pays an hourly wage of \$16.50, with an anticipated work week of 40 hours. This is a temporary position ending in August or early September 2023. Some training and workshop opportunities are available.

### **Equity**

The Scarborough Land Trust acknowledges that conservation work is best advanced by people of diverse backgrounds, beliefs, and culture. SLT is committed to recruiting and advancing staff that creates an inclusive organization reflecting the broader community. SLT is an equal opportunity employer and will not discriminate on the basis of race, color, creed, religion, national origin, sex, gender identity, sexual orientation, marital status, veteran status, genetic information, ancestry, age, political or union affiliation, medical conditions, or any other status protected by applicable law.

### **How to Apply**

Application materials will be accepted until the position is filled. Send a one-page cover letter, resume, short writing sample and two work-related references. In the cover letter, please highlight why you are interested in the position and how your background and experience will help you excel in this position. Send application to Alyssa Roman at [aroman@scarboroughlandtrust.org](mailto:aroman@scarboroughlandtrust.org).