



# THE WILDLIFE CENTER OF VIRGINIA

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P.O. BOX 1557 • WAYNESBORO, VIRGINIA 22980 • 540-942-WILD • FAX 540-943-WILD

The Wildlife Center of Virginia is currently accepting applications for a one-year full-time training position. The Center is looking to fill the position in May 2019; however, the position will remain open until the right candidate is hired.

We are seeking an enthusiastic, efficient outreach educator with strong interpersonal skills and an outgoing personality. The Outreach Educator will play a significant role in supporting and promoting the Wildlife Center's mission of teaching the world to care about and to care for wildlife and the environment. The Center's outreach department presents hundreds of programs in schools and libraries throughout Virginia and at the Center; the team also presents dozens of online programs and discussions through Skype in the Classroom, and the Center's Critter Cams and moderated discussion.

This one-year entry-level position will provide in-depth, practical experience in the fields of education and outreach as the educator hones strong communication skills (both public speaking and writing), utilizes technology in education, and learns handling and training procedures for education animal ambassadors while representing the Wildlife Center of Virginia. The Outreach Educator reports to the Director of Outreach; the two staff outreach coordinators will assist with training and supervision.

## **Responsibilities:**

- Promote, schedule, and present on- and off-site outreach programs and events for various age groups. These programs are interactive, include non-releasable wild animals from the Wildlife Center, highlight the work of the hospital, and include instruction about lessening human impact on the Earth's ecosystem.
- Deliver a variety of online wildlife programs to both children and adults. Utilize technology to present online classroom programs, and assist staff with identifying and developing new online outreach programs utilizing webcasting, virtual field trips, and interactive discussions. Regularly participate in the Center's moderated discussion to engage supporters with the everyday work of the Wildlife Center.
- Share Wildlife Center stories and information with supporters and the public through written content, including updates about current patients, stories and updates about education animals, and current wildlife issues. Create digital content to share information through the Center's website and social media.
- Assist with directed outreach at media outlets, including press advisories for upcoming programs, planned interactions with local radio and television stations, and looking for opportunities to magnify the Center's messages to the public through earned media.

- Assist with the feeding, husbandry, handling, training, and maintenance of the Center's non-releasable education animals, including snakes, turtles, opossums, and birds of prey. Maintain equipment and traveling cages along with records on animals' health, maintenance, and usage. Assist with supervising volunteers who handle the animals for programs or exhibits.
- Explore research and contemporary discourse surrounding relevant wildlife topics for the Center's website, updates, and programs, both current and new. Communicate with other staff members (including veterinary and rehabilitation staff) to understand procedures, treatments, and protocols to communicate with the public.
- Assist with preparations for the Center's annual three-day *Call of the Wild* conference in the fall (assist with event management, conference programming, etc.).
- Provide general support to other staff, interacting with the public, admitting patients, and supporting Center special projects (e.g. the annual gala, donor events).

**Qualifications:**

- Bachelor's degree required, preferably in communications, environmental education, wildlife science, or a related field. Other majors will be considered with sufficient experience or additional qualifications.
- Demonstrated experience in effective public speaking.
- Demonstrated writing and communication skills.
- Experience with handling animals highly desirable.
- Strong interest in wildlife and the environment.
- Professional appearance and demeanor.
- Must be an enthusiastic, outgoing, efficient, creative, flexible, adaptable self-starter with good time management skills and strong interpersonal skills. Should be open to new opportunities and responsibilities.

**Schedule:**

- 40 hours per week; weekend work required.

**Salary and benefits:**

- Salary of \$24K
- Eligible for Center's health insurance plan; Center pays half of employee's premium.
- Paid sick and vacation/personal leave after first three months of employment.

**To apply:**

Please email cover letter, résumé, writing sample, plus references to Amanda Nicholson at [outreach@wildlifecenter.org](mailto:outreach@wildlifecenter.org). No phone calls, please.