

# **Job Description**

## **Student Employment Offices**

College of Saint Benedict  
Saint John's University

**Job Title:** Student Naturalist

**Department/Agency:** Saint John's Outdoor University

**Wage:** Level 1

**Categories:** Community Service

**Length of Position:** Academic year

**Function/Description of the Position:** To assist in the teaching and development of Outdoor University environmental education programs, including leading classes for preK-12 students throughout the school year. The student naturalist will also work to develop new programming for CSB/SJU events sponsored by Outdoor U, along with work on education and events for our members and the community. Other aspects of the position include land maintenance, office duties, and curriculum development. This position will offer the student valuable experiential teaching experience, program development skills, land restoration and maintenance skills, and creative thinking opportunities. Ultimately, the position will instill a sense of wonder and respect for the natural world that must be shared with others.

### **Duties & Responsibilities:**

- Instructing environmental education classes for preK-12 students.
- Planning and coordinating education/events for CSB/SJU students and Outdoor U members.
- Land maintenance duties, including invasive species removal, prescribed burns, and trail maintenance.
- Assisting with developing and updating environmental education curriculum.
- Attending staff meetings and trainings.
- General office support (e.g., filing, mailings, duplicating, etc.)
- Other duties as needed.

### **Minimum Qualifications to perform the duties of the position:**

- *Preference given to those with an open schedule during the day (see Work Schedule below)*
- Must have teaching experience, preferably with younger students and in an outdoor setting.
- Preference given to those who have worked previously as an Outdoor University Naturalist Aide
- Strong written and verbal communication skills needed.
- Must be reliable, trustworthy, and able to work independently as well as with others.
- Should appreciate and have a strong desire to learn more about the natural environment.
- Preference given to education, biology, environmental studies, or similar majors.
- A criminal background check is required for this position and the offer of employment will be contingent upon receipt of a successful background check.

### **Work Schedule:**

Academic Year: 10-12 hours a week: Preference given to those available for at least 2-3 hours (in a row) between 8 am and 3 pm 2-3 times per week. Note: these hours can be combined with another student job. Some nights and weekends.

### **Contact Person:**

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