

Job Title: Senior Naturalist (Environmental Education)
Reports to: Environmental Education Programs Manager
Classification: Exempt; full-time (32-40 hours/week)
Locations: Camp Fire Minnesota + partner sites + work from home



Who we are

With nature as our catalyst, Camp Fire Minnesota energizes youth to discover their spark so their futures glow brighter. Youth spend 90% of their time indoors – and that was before COVID-19. Camp Fire Minnesota addresses this challenge by delivering culturally relevant, nature-based programs onsite at our camp property in Excelsior and throughout the community to thousands of youth from all backgrounds each year. We help youth “light their spark within” through summer and school break camps, environmental education & STEM classes for schools (in-person and virtual), and community-based out-of-school time nature programs.

We are proud to offer inclusive and welcoming programs to youth in the community, including free and reduced rate programs and a scholarship program. As a result of their Camp Fire experience, 93% of youth report valuing nature and stewarding the environment.

Where we are headed

Camp Fire Minnesota envisions a future where every youth has access to nature-based experiences and learning. Recognizing the inequity in our field (both in the past and today), Camp Fire’s Strategic Plan aims to further diversify what spending time in and protecting nature looks like – for every young person. We will leverage our Excelsior property in new ways with the addition of our new Community & Dining Center. And guided by input from youth and schools across communities, our programs and curriculum will further evolve to embrace the many ways people engage with and benefit from nature. [View Our 2024-2026 Strategic Plan](#)

Statement of Inclusion

Camp Fire believes in the dignity and the intrinsic worth of every human being. We welcome, affirm, and support young people and adults of all abilities and disabilities, experiences, races, ethnicities, socio-economic backgrounds, sexual orientations, gender identities and expressions, religion and non-religion, citizenship and immigration status, and any other category people use to define themselves or others. We strive to create safe and inclusive environments that celebrate diversity and foster positive relationships. All are welcome at Camp Fire.

Position Overview

The Senior Naturalist helps catalyze growth through nature. Through our programs, youth are engaged in hands-on, experiential learning in environmental education, STEM and team building. We offer virtual and in-person PreK-12 field trips at Camp Fire Minnesota, in-school environmental education, school-break camps (MEA, Martin Luther King Jr. Day, etc.), and after school programs. ***This position serves on a team that teaches and supports the growth of Camp Fire Minnesota’s Environmental Education field trip programs.***

Required Knowledge, Skills & Abilities

- Experience/Knowledge in diversity, equity, and inclusion
- A minimum of two years of previous experience in youth work, environmental education or related fields required
- Experience in environmental education and a passion for sharing that with youth
- Experience writing curriculum and/or creating a program plan
- Experience and comfort creating an inclusive program with youth and adults of diverse backgrounds
- Possess a drive for continuous improvement
- Collaborative and willing to help where needed to ensure program and organization success
- Professional, energetic, and engaging with youth, teachers, parents, co-workers, etc.
- Strong organizational, written and verbal communication and time management skills
- Solution-oriented: takes confident and quick action to understand the situation fully, seek answers and resolve the situation promptly with limited direction
- Strong ability to communicate with others in person and remotely
- Ability to prioritize and manage multiple projects
- Experience in computer programs such as Microsoft Office Suite (Word, Excel, Outlook, PowerPoint, SharePoint)

- Reliable means of transportation to travel to programming at Camp Fire Minnesota and throughout the Twin Cities metro area (in this role, you will travel to different schools, parks, and organizations)
- Ability to be on your feet for a long period of time and lift up to 30 lbs. Ability to walk, sit, stand, bend, climb, balance, stoop, kneel, crouch, crawl, and move continually during working hours.
- Able to work both indoors and outdoors year-round in all types of weather
- At least 21 years of age and hold a current driver's license valid in the State of Minnesota are both a plus, but not required (in order to drive Camp Fire Minnesota program vehicles)
- Previous training in High Ropes Challenge Course and Climbing Wall, First Aid and CPR, Lifeguard certifications or experience is a plus, but not required

Primary Responsibilities

Program Execution:

- Serve as lead staff and facilitate programs on-site and in partner schools for PreK-12 students.
- Assist in communication, schedule planning and program design with partner schools.
- Assist in leading weekly team meetings and leads weekly preparation of all necessary program materials.
- Lead adult environmental education programs which could include rental groups, Minnesota Master Naturalist courses, etc.
- Build ongoing program plans and foster strong relationships with our nature immersion partner schools (I.e.; Exploration High School, StormHawks, etc.)
- Lead nature curriculum for camp programs on an as-needed basis (I.e., School Break Camps, family events, Summer Camp, etc.)
- Support the coordinate and lead volunteer groups engaged in land management and interpretive educational work (such as invasive species removal, program space development, etc.)
- Represent Camp Fire Minnesota at various community events and meetings.

Program Coordination & Communication

- Ensure timely and professional responses to field trip inquiries, providing detailed information alongside Program Manager.
- Coordinate field trip groups and space availability and cleaning alongside operations and facilities department alongside Program Manager.
- Accurately input and maintain data, booked field trips, and partner information, in the CRM database to ensure up-to-date records.
- Assist in the preparation, review, and execution of contracts, ensuring all terms and conditions are met.

Program Development & Quality

- Develop culturally relevant environmental education and STEM-focused curriculum.
- Assist team to administer surveys to participants and incorporate youth voice and feedback into future programs.
- Supports the inventory and maintenance of various on-site teaching tools such as turtle and fish tanks, vegetable garden, program supplies, etc.
- Assist in leading training of team members on curriculum and facilitation techniques.
- Support the growth and advancement of program offerings (I.e., building naturalist internships for students, connecting program participants to Summer Camp programs, developing new program offerings, etc.)
- Collaborate with facilities team on invasive species and land management plans.
- Support building community relationships to connect adults, families, and other youth development groups with Camp Fire's mission and space
- Serve on one of the organization's DEI committees.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit, talk, or hear, and use hands to handle, or touch objects or controls. The employee is regularly required to stand and walk. On occasion the incumbent may be required to stoop, bend, or reach above the shoulders. The employee must occasionally lift to 30 pounds.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Salary and Benefits

- Salary starting at \$50,000 annually based on experience. Full benefits package including medical, dental, life, AD&D, long term disability, 3% 401K matched, up to 22 paid days off in a year, 7 paid holidays, plus 3 Floating holidays days and eligible for a sabbatical leave after 7 years of services with Camp Fire MN. Additional benefits include professional development funds, a yearly internet stipend, and a comprehensive employee assistance program to support employees and their families.

Application Instructions

Please submit a resume, cover letter and three professional references to: hr@campfiremn.org and include "Senior Naturalist" in the subject line of your email. We cannot guarantee that we will be able to respond to all inquiries, therefore we recommend you check the status of your application.

Camp Fire Minnesota is strongly committed to addressing environmental justice.

We encourage candidates with diverse experiences and backgrounds, Black, Indigenous and People of Color, LGBTQIA2S individuals, and unemployed persons to apply. Studies have shown that women and people of color are less likely to apply to jobs unless they meet every single qualification. At Camp Fire we are most interested in finding the best candidate for the job and someone who is committed to our mission and values. We encourage you to apply, even if you do not believe you meet every one of our qualifications described.