



JOB POSTING

Part-time Nature Interpreter

OVERVIEW

Cambridge Butterfly Conservatory is a unique and high profile tourist attraction located in Cambridge Ontario. The Nature Interpreter's responsibilities include leading hands-on educational programs, assisting visitors in their discovery of the tropical conservatory and exhibit rooms, handling live insects and arthropods, and answering visitor questions about butterflies, plants and displays. Nature Interpreters are also required to support operations in other departments such as Admissions, Gift Store, Café and Admin, as required.

Cambridge Butterfly Conservatory welcomes and encourages applications from people with disabilities. Accommodations are available on request from candidates taking part in all aspects of the selection process.

REPORTS DIRECTLY TO: Education & Interpretive Services Coordinator
-> Conservatory Manager & Naturalist
-> Executive Director & Curator
-> Board of Directors

CONTRACT DURATION:

Seasonal, April - September 2019

HOURS: Part time

- Thursday - Sunday
- approx. 20 hours/week
- Staff are required to be available for our busiest events including: Family Day weekend, March Break, Easter weekend, Canada Day weekend, Labour Day weekend and Christmas break.

(PLEASE NOTE: The Conservatory is closed on Mondays between October 21st - March 1st with the exception of Family Day. The Conservatory will also be CLOSED December 24th, 25th, 26th, 2019 and January 1st, 2020. Open all other major holidays.)

REQUIREMENTS:

- Strong customer service skills and a high level of organization and attention to detail
- Post-secondary education in a field related to Science and/or Education (Eg. B.Sc, B.Ed, or ECE)
- Background knowledge in nature study, interpretation and education are an asset
- Experience working with children and youth
- Excellent communication skills, strong leadership skills, responsible, enthusiastic and creative
- Comfortable interacting with visitors of different ages and abilities, in large and small groups
- Willing to handle live creatures including but not limited to millipedes, cockroaches, stick insects, and caterpillars
- Ability to initiate conversations with visitors, and interact in a positive and enthusiastic manner
- Interest in insects, invertebrates and plants
- Valid Standard First Aid and CPR qualifications
- Current Police Information Check and Vulnerable Check

UNIFORM

- Staff are required to wear the appropriate uniform and safety equipment at all times.

RESPONSIBILITIES:

Education and Interpretation:

- Greet and welcome visitors and support them in their visit of the Conservatory
- Actively engage with visitors in the Conservatory at all times
- Assist visitors in their discovery of the Conservatory and exhibits by engaging them in conversation about interesting/unique facts
- Assist visitors in identifying butterflies, plants and birds in the Conservatory
- Deliver educational programs to a variety of audiences, including but not limited to:
 - JK to Grade 12 school groups
 - Birthday Parties
 - Guided Tours
 - Seniors Groups and Tour Groups
 - Guiding & Scouting Programs
 - Special events(i.e. Children's Christmas parties etc.)
 - Offsite programs
 - Homeschool Program
 - Day camps

Conservatory Maintenance:

- Ensure pathways in conservatory are tidy and free from slip & trip hazards including plant material
- Keep windows, surfaces, exhibits and signage clean in work and display areas
- Assist with care and feeding of birds, butterflies, fish, turtles, plants and other insects/arachnids as instructed by Conservatory Manager, Education Coordinator, Conservatory Supervisor and Invertebrate Keeper

Frontline Resource Staff:

- Operate till and process financial transactions in Gift Store, Admissions Counter, Gift Store, and Café
- Assist with food service in Café

Other Duties as Required:

- Other duties to support daily operations and customer service as assigned.
- Adhere to all Company policies, rules, systems and procedures which are outlined in the Cambridge Butterfly Conservatory Employee Handbook, as well as all Health and Safety policies and procedures and safe work practices

TO APPLY:

Please send your resume with cover letter to:

ANDALYNE TOFFLEMIRE: e-mail: naturalist@cambridgebutterfly.com

Thank you to all that apply but only qualified applicants will be contacted.