



JOB POSTING

Position Title: Tifft STEM Learning Specialist
Department/Division: Tifft Nature Preserve
Schedule: Tuesday – Saturday routinely, with occasional evenings as scheduled

Reports To: Tifft Program and Experience Manager
Status: Full-time/non-exempt

Overview:

The Buffalo Society of Natural Sciences, which comprises the Buffalo Museum of Science (BMS) and Tifft Nature Preserve, is a highly valued and historic organization in the Buffalo community dedicated to inspiring joyful exploration of science and nature through engaging experiences, unique resources, and exceptional staff. We believe that science creates opportunities and shapes our world. We take pride in providing an environment that inspires curiosity, self-directed learning, and fun for our guests of all ages.

Summary of Position:

As the premier environmental education and passive recreation destination in the region, Tifft Nature Preserve offers high quality, engaging programs for audiences of all ages that highlight the living collection of the Buffalo Society of Natural Sciences and inspire the environmental stewards of today and tomorrow.

The Tifft STEM Learning Specialist works with a dedicated team of staff and volunteers to provide exceptional experiences to inspire lifelong learners and create lasting memories. This multi-faceted position requires a motivated, outgoing, and creative individual who is effective in facilitating engaging STEM-themed activities in a variety of settings including outdoors. The successful candidate will demonstrate strong planning and program delivery skills, and an ability to think and respond quickly to a fast-paced, changing environment. The individual in this role needs to be equally successful in their ability to work independently to move projects forward that support the overall mission, vision, and values of the organization while also being able to provide and take direction to/from other members of the team.

Essential Responsibilities:

- Share their enthusiasm for the natural environment by implementing inquiry-based, hands-on, informal interpretive strategies throughout school, group, and public programming.
- Exhibit exceptional verbal and written communication skills to reach diverse audiences.
- Develop and facilitate programming for diverse audiences of all ages, such as interpretive guided trail tours, hands-on workshop stations, outreach programs, afterschool programs, scout programs, discovery camps, birthday parties, family and adult public events.
- Become familiar with current NYS Learning Standards and best informal, interpretive practices and effectively integrate them into school programming.
- Develop, create, and organize all Camp Counselor-led activity plans for Tifft Discovery Camps.
- Serves as public interface in the Darling Environmental Education Center; warmly greets and eagerly engages with visitors, promotes our services, and answers general telephone inquiries.
- Effectively review and respond to daily email and phone communications in a timely manner.

- Follow Tifft Gift Shop opening, closing, and point of sales procedures.
- Register program guests and collect payment for services over the phone or in-person using customer relationship management software with accuracy and professionalism.
- Follow proper Darling Environmental Education Center opening and closing procedures.
- Completes room set-up for programs and events and supports routine care and maintenance of facilities required to perform above functions.
- Work with members of the Tifft and BMS staff to achieve synergy among all Society program experiences.
- Additional duties as assigned.

Education, Experience, Skills, and Qualities Required:

- Minimum of bachelor's degree in biology, environmental science, education, or similar field. Equivalent experience may be considered in place of a bachelor's degree.
- Experience in informal science education, education theory, and interdisciplinary curriculum approaches preferred.
- Working knowledge of WNY animals and plants or strong interest and ability to learn quickly.
- Strong communication and interpersonal skills.
- Outgoing and friendly; enjoys working with children, teens, families, and adults.
- Strong independent work skills as well as teamwork and collaboration skills.
- Basic computer knowledge and skills and ability to learn new programs quickly.
- Maintain a professional appearance in branded, laundered, and approved attire.
- Be available to work a primarily Tuesday – Saturday schedule, with occasional changes to schedule and evening hours as situations arise.
- Highly reliable and punctual with a willingness to learn new skills and information.
- Desire to work in a fast-paced setting and produce experiences and products of the highest quality, as well as actively contribute to a positive workplace environment for all.
- Possession of a NYS Driver's license in good standing is preferred.

Physical Demands:

- Verbally communicate effectively with small and large groups, indoors and outdoors.
- Lead groups on a variety of terrain types and conditions for up to 3 hours in a variety of weather conditions throughout all seasons.
- Move around all areas of Tifft Nature Preserve and off-site locations, including BMS and outreaches.
- Transport up to 40 pounds of materials with the assistance of a wheeled cart.
- Remain seated and/or standing, for extended periods of time.

To Apply:

The hourly rate for this position starts at \$20.00 per hour (37.5 hours per week), with additional consideration given for relevant experience and qualifications. Competitive benefits package included. Interested candidates should send cover letter and resume to careers@sciencebuff.org. Include "Tifft STEM Learning Specialist" in the subject line.

Equal Opportunity Employer:

The Buffalo Society of Natural Sciences is an equal opportunity employer, and strongly encourages expressions of interest from people of color, individuals living with disabilities, women, and the LGBTQ+ community. All qualified applicants will be afforded equal employment opportunities without discrimination because of race, color, creed, religion, sex, age, national origin, citizenship, sexual orientation, marital status, or any other classification protected by federal, state, or local law.