



Summer Environmental Education Instructor

Holden Forests & Gardens

Cleveland Botanical Garden | Holden Arboretum

Seasonal Role

Description: Holden Forests & Gardens (HF&G)

Holden Forests & Gardens is made up of two of Northeast Ohio's most important environmental and cultural institutions — [Holden Arboretum](#) and [Cleveland Botanical Garden](#) — whose mission is to connect people with the wonder, beauty, and value of trees and plants, to inspire action for healthy communities. The 12th largest public garden in the country, HF&G has over 17,000 member households and more than 380,000 annual visitors who enjoy inspirational and educational experiences. HF&G is making a positive impact in the region and beyond through urban greening and forestry initiatives, environmental research, nature-based educational programs, and world-class visitor experiences at its two campuses.

When you join HF&G, you join a team of professionals who are passionate about improving Northeast Ohio's communities through our mission-driven programs. By joining HF&G, you will not only have the opportunity to work in a beautiful setting, but you will also have the opportunity to contribute to our fulfilling and groundbreaking work.

Opportunity: The Education department seeks a friendly, energetic team member to lead summer camps at Holden Arboretum and the Cleveland Botanical Garden. Opportunities include leading educational summer day-camps with families and groups of children ages 6-13 in beautiful outdoor settings. We are seeking a fun, creative individual, who is passionate about nature and plants, and who enjoys working with and teaching children.

Position Details:

- Contract position
- Approximately 40 hrs/week
- Mandatory training provided May 30 – June 2
- Camps sessions run from June 5 – August 4
- \$15/hour
- Reports to Public Programs Coordinator in the Education department
- Post-season evaluation to assess future opportunities with HF&G
- Applicant must be able to commute to both Cleveland Botanical Garden and Holden Arboretum campuses

Key Responsibilities:

- Support the Holden Forests & Gardens' mission, vision, values and core commitment to the visitor experience and community engagement
- Attend summer camp training sessions May 30 – June 2 to become familiar with activities, camp facilities, and safety protocols
- Deliver quality environmental education and outdoor experiences for campers, including themed hikes, off-site excursions, crafts, games, and skill-building workshops
- Assist with facilitation and support of summer camp experiences at Holden Forests & Gardens including room set-up, program material preparation, and coordination with internal and external instructors
- Follow health and safety guidelines to protect campers, natural areas, living collections, and facilities
- Provide consistent discipline when needed and report ongoing issues to supervising staff
- Provide friendly customer service and clear instructions to campers and families
- Contribute positively to a team of seasonal staff, contract instructors, volunteers, and others
- Perform other duties as assigned

Qualifications and Skills:

- Minimum of 18 years of age
- High school diploma or equivalent, required
- One (1) year of experience guiding youth in education setting, preferred
- Pursuing or have acquired a B.A. in education, biology, environmental science, museum studies, or related field, preferred
- Effective and appropriate verbal and written communication
- Must enjoy working with the general public, families and children
- Interest in and knowledge of plants and natural sciences, a plus
- Current CPR, AED & First Aid training certificate, a plus

Physical Requirements

Must be able to perform with or without reasonable accommodation:

- Ability to lift 30 lbs and work outdoors in all weather conditions
- Ability to learn and deliver lesson plans and follow activity instructions
- Sitting, standing, kneeling, and hiking on uneven surfaces, including 202 stairs and platforms elevated 65-feet to 120-feet above ground
- Availability to work full days from 8:30 a.m. – 3:30 p.m. during sessions of camp
- Applicant must be patient, hardworking, flexible, and able to work under pressure
- Valid drivers' license and acceptable driving record required

Apply:

Review of applications will begin immediately and continue until the positions are filled.

Qualified applicants should **submit résumé, cover letter, and 3 professional references to tmasaveg@holdenfg.org**.

Holden Forests & Gardens (Holden Arboretum and Cleveland Botanical Garden) is an Equal Opportunity Employer committed to hiring a diverse and talented workforce. We seek skilled, knowledgeable, and experienced individuals to join our staff and enhance our reputation as one of the country's foremost public gardens.