



# Osprey Wilds

## Environmental Learning Center

## Wildlife Coordinator Job Posting

[Osprey Wilds Environmental Learning Center](#) is a 501(c)(3) non-profit organization near Sandstone, MN that provides residential and day-use outdoor educational opportunities to a diverse audience in an intimate setting. The wildlife coordinator plays a critical role on the Education Leadership Team by ensuring that Osprey Wilds continues to improve and stay up to date with the latest understandings of welfare and training for all animal ambassadors. The wildlife coordinator ensures our educational programming provides accurate and appropriate messaging about wildlife to our constituents. This person also manages the training and development of our education fellows who work with the wildlife for programming. We hope you join our dedicated and passionate education team in our effort to instill a connection and commitment to the environment in people of all communities through experiential learning!

### **Responsibilities include but are not limited to:**

- Train and schedule routine barn duties for all staff working with the animals on animal husbandry
- Provide training for staff to ensure high quality of life and proper handling of animal ambassadors for programming
- Manage an annual budget for animal care and outreach programs
- Mentor education fellows that choose to specialize in wildlife programming or animal husbandry
- Maintain state and federal permits and licenses
- Develop and implement policies for wildlife acquisition, programming, ending animal ambassador services, and end of life care
- Train animal ambassadors for programming and health checks
- Provide direct care for animal ambassadors including scheduling routine veterinary care
- Teach ecology, outdoor adventure, cultural/historical, and wildlife classes as needed
- Lead and support summer camp programming
- Procure and manage taxidermy and biofacts
- Participate in JEDI and other internal professional training and opportunity to sit on the JEDI committee
- Provide organizational support as needed or assigned

### **Osprey Wilds Expects our Education Leadership Team Members to be:**

- Committed to providing access to positive experiences in nature with all site visitors in an equitable and just manner
- Passionate about growing their skills and knowledge
- Tenacious and able to work in a fast paced environment
- Respectful and responsive communicators

### **We think you should apply if you:**

- Are willing to take initiative to support our programs and staff
- Consider yourself a self starter
- Have a passion for animals and have a willingness for working with and caring for our animal ambassadors
- Have strong empathy for animal and human welfare
- Have experience in working with learners of all ages
- Take pride in creating detailed documentation of processes and procedures
- Are able to be adaptive to meet your groups needs, including being vulnerable and stepping out of your comfort zone
- Have excellent verbal and written interpersonal skills
- Are able to manage a flexible schedule which includes evenings and weekends, 40-44 hours per week

### **Qualified candidates will have the following:**

- Minimum of 3 years paid wild bird care experience
- Minimum of 2 years teaching experience, preferably in non-formal education settings
- Experience with operant conditioning and enrichment techniques
- Microsoft Office & Google Documents Proficiency
- Experience with power tools and light carpentry a plus
- Is COVID-19 vaccinated or is willing to become vaccinated
- Ability to respond to emergency situations which may occur outdoors in inclement weather, on water, and on rugged terrain
- Ability to lift 25 pounds on a routine basis

### **Benefits:**

- Work in a beautiful setting: 780 acres with coniferous and mixed hardwood forest, creek, prairie, and wetland areas, as well as a lake with a beach
- Salary starting at \$39,000
- Health, Vision, and Dental Plan options (\$5,250 individual/\$10,500 family deductibles)
- Life insurance, short-term and long-term disability insurance
- Simple IRA plan with 3% match
- HSA with employer contribution
- Free Employee Assistance Program
- \$300/year for professional development activities
- Made from scratch lunch provided during working hours
- Opportunity for receiving National Association for Interpretation Certified Interpretive Guide credentials, National Archery in our Schools Program Basic Archery Instructor certification, and other industry related certifications
- 3 weeks starting PTO with regularly scheduled increases
- 11 Floating Holidays

### **To apply, please email your cover letter, resume, three references to:**

Nadine Meyer, Education Director, Osprey Wilds Environmental Learning Center  
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**Application Deadline:** Position is open until filled with priority given to applications received by October 13, 2023.