



MUSEUM OF DISCOVERY AND SCIENCE

JOB DESCRIPTION

POSITION: Environmental Sustainability Manager

ACCOUNTABILITY: Director of Education

QUALIFICATIONS: Bachelor's degree required; Master's degree preferred. Experience in a museum setting with an emphasis on environmental education / environmental sustainability. Must have a strong understanding of Everglades and South Florida ecosystems. Strong awareness of coastal resiliency issues. Management experience required in the area of hiring, training, coaching, scheduling, and organizing, staff, and volunteers. Requires excellent interpersonal skills, written and verbal communication skills, and be self-motivated with innovative thinking skills. Must be able to stand and walk for extended periods of time and lift 50 lbs. Must be available to work weekdays, and some evenings and weekends.

SUMMARY: The Environmental Sustainability Manager will serve as the bridge between the Museum of Discovery and Science and the Everglades Foundation – strengthening the partnership. The Manager will oversee the Everglades EcoExplorer's program and will serve as a key member of the Museum's Pathways to Resilience Task Force.

RESPONSIBILITIES:

1. Work with Museum of Discovery and Science, Everglades Foundation and Broward County Public Schools to develop the Everglades EcoExplorers curriculum.
2. Recruit and manage a corps of 25 Broward high school students through a new program called Everglades EcoExplorers. Recruit and train a new group of students annually, growing the number of high school students in the corps.
3. Train students to serve as Museum of Discovery and Science & Everglades Foundation Ambassadors, working with them to build partnerships with elementary, middle, and high schools to increase the number of Champion Schools in Broward County
4. Work with educators in the Museum's *STEM Center for Education and Career Development* in collaboration with Everglades Foundation education team to develop an educational, hands-on outreach program based on the award-winning *Everglades Literacy Program* and expand the impact of the program into Broward County schools, non-profit agencies and community sites for youth in grades K-8.
5. In consultation with Everglades Foundation Champion Schools Program Manager, develop and implement an outreach plan to recruit more Broward County Champion Schools. Assist with *Everglades Literacy Program* teacher training in Broward County.
6. Train and empower students to deliver the hands-on program in the Museum's physical space as well as through the MODS STEMobile, impacting 50,000 youth and families annually, including a minimum of 10,000 from low-income, high-need communities.
7. Inspire youth to become stewards of the environment, with a focus on the Everglades ecosystem, by providing project-based summer field experiences in the Everglades

conducted by the Everglades Foundation scientists and policy discussions with Foundation researchers and staff.

8. In consultation with Everglades Foundation Champion Schools Program Manager, develop and implement an outreach plan to recruit more Broward County Champion Schools.
9. Provide opportunities for *Everglades EcoExplorers* Ambassadors to take a lead role during the *Youth Climate Summit* in Spring 2022. The *Youth Climate Summit* is a platform for Broward middle and high school students to advocate for policy change, share their climate action plans and network with peers, elected officials and scientists working on sustainability issues. The *Summit* is held annually in collaboration with the Broward County Environmental Planning and Community Resilience Division and Broward County Public Schools.
10. Serve as a member of the Museum team that is implementing long term strategic planning around environmental sustainability addressing the issues most relevant to our South Florida community including sea level rise, flood risks and associated climate change issues.
11. Integrate the Everglades Foundation research into exhibits, lectures, outreaches, and programs that inspire dialogue and innovative thinking among Museum visitors and program participants that address the challenges of climate change.
12. Always represent the Museum's best interest both internally and externally.
13. Perform other duties as assigned.

COMPETENCIES:

1. Written and Verbal Communication Skills.
2. Ability to clearly communicate between the Museum of Discovery and Science and the Everglades Foundation representatives.
3. Self-motivated.
4. Managing and working within a budget.
5. Time Management.
6. Ability to work with little or no supervision.
7. Detail oriented and excellent organizational skills.
8. Excellent analytical, critical thinking, and problem-solving skills.
9. Ability to handle multiple projects simultaneously and independently.
10. Proven self-starter with demonstrated ability to make decisions.
11. Excellent relationship building, interpersonal and leadership skills.
12. Collaboration Skills.
13. Personal Effectiveness/Credibility.
14. Flexibility.
15. Technical Capacity.
16. Project Management.
17. First Aid, CPR and AED Certification within 90 days of start.

SUPERVISORY RESPONSIBILITY:

This position trains, evaluates, and supervises STEM Teachers, part time Educators and TIL and Youth Interns, and volunteers during events.

WORK ENVIRONMENT:

This job operates in a fast-paced, non-formal educational museum setting. Must be able to perform the following physical behaviors repetitively throughout a shift: standing, walking, handling, reaching horizontally, grasping firmly, reaching above the shoulder, reaching below the waist, pushing buttons, bending, twisting, stooping, squatting, crouching, kneeling, and pushing. Must be able to lift and carry up to 50 lbs. Position may include indoors and outdoors in extreme temperatures.

POSITION TYPE AND EXPECTED HOURS OF WORK:

This is a full-time, salaried, exempt position, 40 – 45 hours per week. Days and hours of work will vary depending on Programs scheduling requirements. Must be available weekdays, evenings and/or weekends, and some holidays.

TRAVEL:

There will be occasional local day travel and some overnight travel may be necessary for this position.

REQUIRED EDUCATION AND EXPERIENCE:

Bachelor's degree required, Master's degree preferred in education, environmental science, biology or related field and a minimum of 5 years' experience in a Museum or educational setting.

ADDITIONAL ELIGIBILITY QUALIFICATIONS:

Must have class E driver license.