POSITION: Student Outdoor Education Assistant

RECRUITMENT ID: 539

LOCATION: Big Chico Creek Ecological Reserve and Butte Creek Preserve

SCHEDULE: 15-20 hrs./week, starting September 2017. Field trips are held two days a week – 8:00 a.m.-1:00pm. Availability for at least two field trips a week is required. Other hours are flexible.

ESSENTIAL JOB FUNCTIONS: Under the general supervision of the Outdoor Education Coordinator, the Student Outdoor Education Assistant will assist with the Outdoor Classroom at both the Big Chico Creek Ecological Reserve and the Butte Creek Ecological Preserve. Duties include: assisting with field trips; organizing and setting up field trip materials; teaching students; leading games and songs; organizing and directing teachers and chaperones; classroom visits; entering data from field trips; scheduling interns and volunteers.

EMPLOYMENT STANDARDS: Must be attending California State University, Chico and enrolled in a minimum of six (6) units as an undergraduate, or four (4) units as a graduate student. Live Scan background check clearance required.

Required knowledge, skills, abilities and attributes include: Desire and ability to work with elementary age children, especially 3rd-5th graders; Outgoing personality; good interpersonal skills, dealing with parents and teachers; good organizational skills; ability to prioritize tasks; ability to adjust to change in a fast paced, constantly changing environment (i.e., work environment, technology); ability to work within deadlines; ability to function cooperatively and productively as a member of a unit; ability to establish and maintain effective working relationships with staff; ability to follow directions and a willingness to learn; ability to communicate effectively verbally and in writing.

Desired knowledge, skills, abilities and attributes include: Majoring in Education, Recreation, Biology, or related fields. Elementary education or summer camp counselor experience a plus.

COMPENSATION: $10.50/hour. The employer is the CSU, Chico Research Foundation, a non-profit corporation serving as an auxiliary organization of California State University, Chico. Employment is considered to be at-will.

APPLICATIONS: Applicants must submit a completed CSU, Chico Research Foundation application, supplemental application, cover letter, current resume, and three references. Application and supplemental application can be found on our website. Incomplete application packages will not be considered. Application review begins May 15, 2017. Open until filled.

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For questions, please contact the Research Foundation Human Resources office:
BY PHONE: (530) 898-6811 or VISIT OUR WEBSITE: http://www.csuchico.edu/rfdn/