



Nisqually Reach Nature Center Job Opportunity

Position: Education and Outreach Coordinator

Position Length/Type: Full-time (40hrs/wk)

Compensation: \$20-21.50 per hour, depending on education and experience. Monthly bonus to supplement healthcare costs. Vacation, wellness, and paid holiday leave.

Start Date: August 10th, 2026

Background

The Nisqually Reach Nature Center (NRNC) is a non-profit organization whose mission is to promote the understanding, appreciation, and conservation of the Nisqually Estuary through education, interpretation, and community science. NRNC is located on Luhr Beach – a destination for thousands of visitors a year who have access to one of the finest estuaries in Puget Sound. For over forty years we have offered a variety of environmental education and community science programs.

Position Description

The Education and Outreach Coordinator supports NRNC's mission by providing youth and adults with high-quality educational programming related to the Nisqually Estuary. The Education and Outreach Coordinator ensures students and members of the community gain access, exposure, and understanding of the Nisqually Estuary by using inquiry-based science activities on the beach and in the classroom.

This position manages NRNC's field trips and summer camps, which aim to provide youth with a lasting positive connection to the Nisqually Estuary. This role has significant coordination responsibilities in addition to direct environmental education. The successful candidate will be comfortable communicating with parents and teachers, scheduling educational programming, creating and updating lesson plans, working with volunteers, and supporting grant writing in addition to directly teaching students.

Additionally, the Education and Outreach Coordinator will represent NRNC by tabling at community outreach events such as the Nisqually Watershed Festival and the South Sound Sustainability Expo.

Core Responsibilities Include

- Build and maintain partnerships with other organizations to provide educational opportunities
- Lead activities during summer camp with care and professionalism while prioritizing camper safety.
- Lead summer camp planning, including determining camp dates, hours, and age groups, and creating and updating camp policies and procedures.
- Adapt lessons for different ages, abilities, learning styles, and field conditions while using inquiry-based, accessible, and place-based teaching methods.
- Recruit, train, and supervise a full-time seasonal camp assistant, a camp intern, and camp volunteers.
- Support student behavior management during programs, and maintain a safe and welcoming learning environment.

- Complete general administrative tasks including responding to education-related inquiries, emails, and phone calls.
- Teach environmental education field trip programs for students, families, adults, and community groups.
- Coordinate and staff community outreach events
- Support fundraising and grant efforts

Other

Nisqually Reach Nature Center employees are flexible and may be asked to take on additional duties according to the organization's needs and the staff member's skills and abilities. Because we are a non-profit that serves the community, some events or projects (such as summer camp trips) may require an occasional night or weekend.

Required Qualifications - NOTE: Experience may have been gained concurrently.

- Associates degree in biology, ecology, environmental science, natural science, aquatic science, fisheries, education, or closely related field. May also consider experience in lieu of Associates degree
- 1 year of experience in education, environmental education, marine sciences, natural sciences, or a closely allied field.
- Up to 1 year of experience managing programs and staff or volunteers
- Ability to attend conferences, meetings, or other events that require local travel
- Current adult and pediatric CPR/first aid certification, or willingness to attain if NRNC covers the cost
- Strong project management skills and ability to meet deadlines
- Computer proficiency: word processing, spreadsheets, Internet research, and databases
- Analytical problem-solving ability
- Willingness to acquire new knowledge related to Puget Sound ecology and related subjects
- Ability to manage multiple priorities and perform within deadlines
- Excellent communication, writing, and interpersonal skills
- Able to work with minimal supervision while understanding the necessity for communicating and coordinating work efforts with others
- Must be able to develop a work plan and perform in a team environment
- Perform work with utmost honesty and integrity
- Ability to pass a criminal background check
- Understand and appreciate the importance of extraordinary customer service and service recovery

Preferred Qualifications

- Bachelor's degree in biology, ecology, environmental science, natural science, aquatic science, fisheries, education, or closely related field
- 3 years of experience in education, environmental education, marine sciences, natural sciences, or a closely allied field.
- At least 1 year of experience managing programs and staff or volunteers
- Knowledge of environmental education, marine science, biological systems, watersheds, estuarine ecosystems, data management, and Puget Sound aquatic species.
- Experience with budget management and purchase tracking.

- Demonstrated public speaking and/or teaching experience.

To Apply

Submit a cover letter describing how you meet the qualifications and why you are interested in this position, a current resume, and three (3) or more professional references, which includes at least one supervisor, to boardmember@nisquallyestuary.org.

A satisfactory background check will be a contingency of any hire offer. Recruitment remains open until filled; first applications will be reviewed on a rolling basis.

Nisqually Reach Nature Center is an Equal Opportunity employer. We strive to create a working environment that is inclusive and respectful. We prohibit discrimination based on race/ethnicity/color, creed, sex, pregnancy, age, religion, national origin, marital status, the presence or perception of a disability, veteran's status, military status, genetic information, sexual orientation, gender expression, or gender identity.

By submitting materials, you indicate that all information is true and correct. Nisqually Reach Nature Center has the right to verify the information. Any untruthful or misleading information is cause for removal from the applicant pool or dismissal if employed.