

# University of Houston – Clear Lake

## Position Description

Job Title: **Environmental Education Specialist**

Job Code: **3099**

Pay Grade: **020**

FSLA: **EX**

Location: **UHCL**

Retirement Program: **TRS**

### QUALIFICATIONS

	REQUIRED	PREFERRED
Education	Bachelor's degree in Science or Environmental Education or related field of study.	Master's degree in Science or Environmental Education or related field of study.
Experience	Minimum of three years teaching, public outreach, Environmental Education experience and conducting workshops for educators.	Experience in educator workshops and teaching.
License/Certification	Texas Teacher Certification	Facilitator for PLT, WILD and WET

*This position may be security sensitive requiring a background check of the final candidate.*

### POSITION SUMMARY

**This position has multiple responsibilities for developing and evaluating environmental education materials; creating and coordinating educator workshops; and linking environmental education modules to the Texas Essential Knowledge and Skills.**

Duties and responsibilities	% Time
Conduct EE workshops, including those focusing on water quality, macroinvertebrates, wetlands, school habitats, and energy.	60
Provide accurate, balanced educator workshops demonstrating how to incorporate environmental and science education into the classroom and how to examine environmental issues relating to each.	10
Identify and evaluate materials/curriculum using National Environmental Education Materials: Guidelines for Excellence developed by the North American Association for Environmental Education. Correlate environmental education modules to the Texas Essential Knowledge and Skills as needed.	10
Generate ideas for community action projects for students, teachers, and others to conduct as each relates to environmental and science education. Promote EE workshops through presentations and exhibit opportunities.	10
Project and grant management. Other duties related to EE or the EIH as assigned by the Director of Environmental Education or Executive Director.	10

*This position description describes the general qualifications, duties and responsibilities of work being performed.*