

# naturalist teaching fellowship

2014-2015 environmental education

The Environmental Education Naturalist Teaching Fellowship is a comprehensive professional development opportunity for recent graduates entering the natural resources field. Teaching Fellows provide programs and services at Forest Preserve facilities throughout Will County. Experiences provide exposure and training in multiple interpretative areas including: eco-recreation, environmental education, first-person interpretation, cultural interpretation, public interpretation, and special events.

The program is developed to offer ongoing training and mentoring. This is achieved by program training, performance feedback, formal mentor assignment, training curriculum, shadow days with professionals throughout the District, and a selected term project. Teaching Fellows walk away with the skills, tools and resources needed to advance in the field. Teaching Fellows develop a robust and impressive portfolio cataloging their projects and accomplishments.

Interested individuals must submit an application packet comprised of a cover letter, resume, college transcripts, completed questionnaire, and three references by April 30, 2014 to:

2013 EE Naturalist Teaching Fellowship  
17540 W. Laraway Road  
Joliet, IL 60433

Select candidates will be contacted for an interview. The 2014-2015 Environmental Education Naturalist Teaching Fellowship term is planned for August 2014 through June 2015.



## essential job duties

- Learn and present natural history, cultural history, recreational and environmental education programs for children grades K-12 at Forest Preserve sites and in Will County schools.
- Present a variety of interpretive and recreational programs for the public.
- Learn and present experiential program offerings including canoe, kayak and eco-recreation programs.
- Research and write interpretive articles and announcements for Forest Preserve publications or programs.
- Complete short-term assignments for the growth of District Environmental Education Programs.
- Select, develop and complete a fellowship term project.
- Work with Forest Preserve District staff to plan special events.
- Complete assignments and readings related to interpretive skill development.
- Provide on-site security measures as needed.



## applicant requirements

- Hold a B.A. or B.S. degree in Interpretation, Education, Biology, Sustainability, Natural Science, Recreation or related field.
- Commit to reside in Fellow Housing in a potentially co-ed living environment with other Naturalist Teaching Fellows.
- Have experience working with children in a teaching capacity.
- Maintain a high level of self-motivation and enthusiasm, and have an eagerness to learn.
- Possess basic computer skills with software such as Microsoft Outlook, Excel and Word.
- Certified in CPR and Standard First Aid. The District will provide training if the applicant does not have current certification.
- Comfortable in non-motorized watercrafts and have a capability to enter, maneuver and exit canoes and kayaks.
- Able to work outside on a recurrent basis in a variety of weather conditions for various durations.
- Possess a valid driver's license and reliable means of transportation.
- Able to commute to various sites and facilities throughout Will County.
- Able to work a 48-week term, based on a 40-hour work week including weekdays, evenings and weekends.

## compensation

- Stipend of \$1,320/month.
- Opportunity to learn from experienced professionals in the fields of interpretation, environmental education, customer service, administration and recreation.
- On-site housing, fully furnished including appliances and essential utilities.
- Uniforms.
- Internet and voicemail access in the workplace.
- Office workspace with a computer.
- Use of recreational equipment such as snowshoes, canoes, kayaks and bicycles.
- Use of Forest Preserve District vehicles for job-related travel with supervisor approval.
- One-year membership to the Environmental Education Association of Illinois (EEAI).
- Opportunity to shadow professionals in additional fields such as public relations, sponsorship, resource management, and law enforcement.
- Opportunity to participate in professional development workshops in the areas of interpretation skills, education techniques, history of environmental education and more.
- Participation in formal mentoring program.

## evaluation

Performance evaluations are an opportunity for supervisors to provide feedback to Teaching Fellows on strengths, areas for improvement, job duties and other performance-related topics. The Environmental Education Supervisor and Teaching Fellow will meet for a 30-day, a mid-term and a final performance evaluation.



# Environmental Education Naturalist Teaching Fellowship Questionnaire

## Personal Information

Name (Last, First, Middle Initial): \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

## Education

University/College: \_\_\_\_\_ City/State: \_\_\_\_\_  
Degree: \_\_\_\_\_ Major: \_\_\_\_\_ GPA: \_\_\_\_\_

University/College: \_\_\_\_\_ City/State: \_\_\_\_\_  
Degree: \_\_\_\_\_ Major: \_\_\_\_\_ GPA: \_\_\_\_\_

## Self Assessment

What does the word interpretation mean to you?

Describe your experience teaching in the outdoors.

What is your experience working with children in a structured setting?

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The Forest Preserve District of Will County does not discriminate against individuals on the basis of race, color, gender, national origin, age or disability. In providing programs and services to the public, the Forest Preserve District will make reasonable modifications to ensure that all people have an equal opportunity to enjoy District offerings. For more information, visit [ReconnectWithNature.org/ADA](http://ReconnectWithNature.org/ADA). While the Forest Preserve District will make every effort to meet requests in a timely fashion, some requests may take longer to fulfill than others. Persons believing that they have been discriminated against by the Forest Preserve District of Will County may file a complaint alleging discrimination with the Forest Preserve District or the Office of Civil Rights, U.S. Department of the Interior, [www.doi.gov/diversity](http://www.doi.gov/diversity).

# Interpretive and Recreational Skills Inventory

This is a self evaluation of your current skills and interests. You are not expected to rate high in all areas. This survey is designed as a tool to assist in evaluating applicants and in focusing interview questions.

**Rating of 1** = You have experience in organizing and/or instructing the activity. You have a high degree of proficiency.

**Rating of 2** = You are quite familiar with the activity. You can give good assistance with the activity.

**Rating of 3** = You have average familiarity with the activity. You can assist with the activity on a limited basis.

**Rating of 4** = You have some familiarity with the activity. You have participated to a limited extent.

**Rating of 5** = You have no familiarity or experience with the activity. You have not participated in the activity.

Rating	Activity	Rating	Activity
Drama/Characterization		Language/Creative Writing	
	Puppet Shows		Writing
	Costumed Interpretation		Journaling
	Campfire Programs		Newsletter Articles
	Storytelling		Skit/Play Writing
	First-Person Interpretation		General Display/Exhibit Work
	Other:		Public Speeches
	Other:		Other:
Technology		Leadership/Teaching Techniques	
	Microsoft Excel		Bloom's Taxonomy
	Microsoft Word		6 Principles of Interpretation
	Microsoft PowerPoint		Learning Styles
	Microsoft Publisher		Group Facilitation
	Cash Registers/POS		Questioning Techniques
	Database		Team Building/Cooperative Learning
	LCD Projector		Piaget
	Other:		Other:
Special Population Groups		Outdoor Recreation	
	Underprivileged Youth		Cycling
	Disabled		Hiking
	Elderly		Backpacking
Outdoor Education			Canoeing
	Ornithology		Fishing
	Entomology		Geocaching
	Mammology		Camping
	Edible Wild Plants		Orienteering
	Cultural History		Outdoor Cooking
	Ecology		Running
	Forestry		Snowshoeing
	Botany		Kayaking
	Geology		Other:
	Sustainable Practices		Other:
	Other:		Other:

## Please read the following statements carefully:

- I certify that the facts contained in this application packet are true and complete to the best of my knowledge. I understand that any falsified statements on this application or omission of fact on either this application or during the pre-employment process will result in my application being rejected or, if I am hired, in my employment being terminated.
- I authorize any person, school, current employer, past employer(s) and organizations named in this application packet to provide the Forest Preserve with relevant information and opinion that may be useful to the Forest Preserve in making a hiring decision, and I release such persons and organizations from any legal liability in making such statements.
- I also understand that any offer of employment is conditioned on the completion of pre-employment testing and documentation. I understand that my signature below authorizes a background check. I will, upon request, sign all necessary consent forms.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_