



# Woodstock School

**JOB TITLE:** Outdoor Environmental Educator

**REPORTING TO:** Executive Director, Hanifl Centre

**PURPOSE OF THE JOB:** The Outdoor Environmental Educator will serve as the source person on these subjects, relating them to outdoor education, the environment and culture of Uttarakhand

## **AREAS OF RESPONSIBILITY**

1. Biodiversity & Conservation at Woodstock School
2. Outdoor Education at Woodstock School
3. Program coordination at Hanifl Centre
4. Turner Organic Garden
5. R.L. Fleming Nature Trail
6. Other duties

## **SPECIFIC DUTIES AND RESPONSIBILITIES**

1. Biodiversity & Conservation at Woodstock School
  - a. Be available to deliver a range of short courses and presentations on the environment and biodiversity of Uttarakhand for Gr K-12. These can be for Woodstock students, visiting groups and /or conferences.
  - b. Work with teachers to develop, deliver and integrate environmental education in the academic curriculum
2. Outdoor Education at Woodstock School
  - a. Developing environmental educational programmes and resources for Woodstock School which engage and support the academic and enrichment programmes
  - b. Acting as a point of contact for teachers, educationalists and colleagues, responding to requests for information and educational support on environmental issues
  - c. Organizing events and activities to raise awareness of environmental issues; training others, such as teachers, in the use of resources and in delivering educational sessions
  - d. Planning and administering nature walks on the Fleming Trail and other areas of the campus

- e. Supporting the HOD - Outdoor Education in planning and administering Activity week, especially those that involve liaison with local villages, NGO's and government agencies
  - f. Carrying out risk assessments, particularly for those activities and programmes taking place off campus and in the outdoors
3. Program coordination at Hanifl Centre
- a. Teach one class on Biodiversity & Conservation to students from University of Pittsburgh (1<sup>st</sup> semester of each year)
  - b. Create and lead programs for visiting school groups. Where required, offer CAS activities to IB schools
  - c. Deliver a range of short courses and presentations on the environment and biodiversity of Uttarakhand for visiting groups and /or conferences
  - d. Serve as a liaison with other organizations and individuals who are involved in environmental activities in Mussoorie & Dehradun.
  - e. Initiating and maintaining ties with individuals, schools, institutions and organizations, within Uttarakhand and in other parts of India, who are involved in Outdoor and Environmental Education
4. Turner Organic Garden
- a. Supervise the Turner Organic Garden and its contract employees
  - b. Prepare the annual budget and work plan and be responsible for timely implementation.
  - c. Work with teachers to increase educational activity at the Turner Organic Garden
5. R.L. Fleming Nature Trail
- a. Oversee and develop the R.L. Fleming Nature Trail. Design and prepare interpretative materials
  - b. Oversee the timely maintenance of the trail
6. Other Duties
- Be available to carry out specific tasks as may be required by the Executive Director of the Hanifl Centre

**In addition the successful candidate will possess the following:**

- 1. Master's degree in either education or science
- 2. Fluency in written and spoken Hindi
- 3. Experience in outdoor education; particularly in a mountain setting
- 4. Experience of working with school children and college students
- 5. A Passion for environmental issues and education
- 6. Valid driving license will be a bonus