Seasonal Job Opening: 
Education Assistant

Temporary job opportunity at the
University of Southern California Wrigley Institute for Environmental Studies
Wrigley Marine Science Center, Catalina Island

Position: Seasonal Education Assistant (March – October 2018)

The USC Wrigley Institute for Environmental Studies (WIES) is seeking an experienced, enthusiastic marine and/or environmental educator to serve as their Education Assistant at the USC Wrigley Marine Science Center (WMSC) on Catalina Island.

Job description: The Education Assistant is a seasonal full-time position at the Wrigley Marine Science Center on Catalina Island (near the town of Two Harbors). Working closely with the WIES Education Department, the Assistant will be an integral part of the on-island education support team working with K-12 groups, undergraduates and the general public to further the Institute’s mission of encouraging responsible and creative decisions in society by providing an objective source of marine and environmental science and fostering an understanding of the natural world among people of all ages.

Specific job duties:
Lead and assist education groups in the field and in the lab such as our K-12 groups, undergraduate courses, Family Science Programs, and Earthwatch groups; Maintain inventory for education program supplies (including waterfront gear); Assist with maintenance and growth of Interpretive Center; Assist with development of new activities.

Qualifications:
Bachelor’s degree in science, education or environmental studies
Minimum of 2 years of experience in teaching to diverse audiences in either formal or informal settings.
Strong knowledge of local environment (marine and/or terrestrial)
Strong water skills (snorkeling, kayaking, swimming etc.)
Excellent written and oral communication skills
Proficiency in MS Word, Excel, PowerPoint (or equivalent)

Hours: Full time. Some weekend and evening hours required.

Work location: Wrigley Marine Science Center, Catalina Island, CA. This position requires living on Catalina.

Please send a resume and a cover letter to Lynn Whitley at lwhitley@usc.edu

Position is not eligible for USC benefits and is open until filled.

If you have any questions, please contact Lynn Whitley at lwhitley@usc.edu