

“Field Instructor”

Position Summary – Primitive Pursuits Program Educator I

This individual will work side by side with one other Primitive Pursuits Field Instructor or Youth Service Program Manager to plan and implement environmental education programs offered to youth in a variety of contexts throughout the Tompkins Co. area. S/he is responsible for: recruiting participants; designing and implementing program curriculum and evaluation; maintaining a professional and positive public image of Primitive Pursuits programming; collaborating with school personnel and other agencies to extend reach of program; advising and instructing other program leaders, youth workers, and volunteers; and contributing towards the growth of the program by developing personal skills, keeping abreast of new developments in the field of nature awareness education, and contributing these resources to the work team.

The **Field Instructor** will function within the policies of Cornell Cooperative Extension, Tompkins County and must be able to work effectively with volunteers, school and agency personnel, parents, lay committees, youth and coworkers.

Duties and Responsibilities

The core of Primitive Pursuits programs involves bringing groups of youth into a natural area, away from facilities and without modern gear, and engaging them in a self-directed inquiry into basic, personal and group survival needs. This is accomplished by offering inspirational stories and challenges, and by demonstrating new skills and techniques for them to try. Instructors observe the group for individuals expressing further interests and allow space for helping them to progress individually while continuing to participate in the teambuilding efforts of the group. Ages and skill levels often vary, and instructors must continue providing appropriate activities for all participants while facilitating the growth of group synergy from meeting to meeting.

Direct Programming

90%

Plan daily curriculum for each meeting of each program with co-instructors and supervisors
Prepare site and materials - locate and evaluate site resources, gather or purchase materials
Implement program – greet participants, run program curriculum and deliver participants back to parent/caregiver
Keep records such as attendance sheets and incident reports

Program Administration and Development

5%

Provide volunteers with helpful tasks and roles
Inform supervisors of activities, initiatives, schedules and other important news with written updates and weekly dialogue
Attend staff meetings as requested
Invite open communication with parents and other community members about programming

Staff Development

5%

Attend workshops and staff development opportunities as advised.

Knowledge, Skills and Abilities Required

- ◆ Ability to motivate, develop and relate to **pre teens and teens**.
- ◆ Ability to **actively recruit** participants for programs.
- ◆ Ability to take a youth program from conception to implementation.
- ◆ Ability to identify needs of youth, particularly youth in at-risk environments.

- ◆ Ability to work as a team member with local planning groups, schools, professionals and support staff, youth, parents, volunteers, and representatives of other community agencies and organizations.
 - ◆ Ability to work **independently** and in an **organized** fashion.
 - ◆ Demonstrated ability to communicate with adults and youth as people of diverse educational and cultural backgrounds.
 - ◆ Skills in oral and written communication.
 - ◆ Ability to evaluate and document program participation and effectiveness.
 - ◆ Computer literacy; ability to generate resource materials, reports, fliers, etc.
 - ◆ Demonstrated ability to be in a supportive and empowering role with others.
 - ◆ Ability to effectively manage a budget.
 - ◆ Ability to work flexible hours including some nights and weekends.
- Ability to meet travel demands of the position, including access to reliable personal transportation.
- ◆ Ability to participate in outdoor physical education activities.
 - ◆ Must have an **extensive personal reserve of stories, games, and challenge activities** to draw from while leading programs.

Education and Experience Required

- ◆ High school degree or equivalent.
- ◆ Must have a minimum of three years personal training/experience spending extended periods of time in the outdoors and/or wilderness areas in all four seasons.
- ◆ Demonstrated experience in organizing and implementing youth programs to meet the identified needs of youth.
- ◆ Must be able to demonstrate and teach a wide range of skills pertaining to Primitive Technology, Plant Identification/Ethnobotany, Track Interpretation, Wildlife Observation, Crafting found materials, and Wilderness Awareness.
- ◆ Must have a working knowledge of the practice of Earth Mentoring or Coyote Mentoring as developed by Jon Young, Tom Brown Jr., Ricardo Sierra and others.
- ◆ Must have a minimum of two years experience working with youth in the outdoors and demonstrate proficiency facilitating group dynamics and teambuilding practices

To apply, please send cover letter, resume, & application to Cornell Cooperative Extension of Tompkins County, 615 Willow Avenue, Ithaca NY 14850 by 3/11/09 or until a suitable candidate found. Application available: www.ccetompkins.org. CCE Tompkins is an equal opportunity and affirmative action educator and employer.