

Job Title: Educator and Professional Development Facilitator (Houston)

Hours: Part-time, approximately 28-32 hours/week during regular business hours, with occasional exceptions

Location: Houston-based, primarily work-from-home, remote and virtual, except for occasional in-person events in schools or professional venues

About CELF

CELF is a growing nonprofit that has established itself as a leader in the field of Education for Sustainability with proven project/place-based professional development and consulting programs for K-12 schools. CELF's mission is to make sustainability an integral part of every child's K-12 learning experience. Our programs support schools embedding sustainability concepts and inquiry-based learning within school curriculum and culture from kindergarten through high school.

Job Description

The Educator and Professional Development Facilitator will work collaboratively with CELF, specifically as a creative and close team partner to the Texas CELF Program Director, to support CELF's core programming through professional learning programs for K-12 educators throughout the Greater Houston Area and scaling throughout the state of Texas. The Educator will support the delivery of professional development programs to teachers in the region. These programs will include but are not limited to: CELF Civic Science Inquiry to Action, CELF Summer Institutes, Green Careers, and other fee-for-service Education for Sustainability professional development and school consulting programs.

Background and Experience:

- Experience as a formal teacher of record
- Experience designing, planning, and implementing the following:
 - Professional development for teachers & administrators
 - Curriculum development
 - Interdisciplinary learning
- Knowledge and experience applying any or all of the following:
 - Environmental literacy and environmental justice
 - Education for Sustainability
 - TEKS with curriculum design integration
 - STEM, project-based learning (PBL), place-based education (PBE), and online learning
- Ability to cultivate relationships with schools and partners
- Preferred experience (optional)
 - Master's degree *plus, not necessary*
 - Spanish fluency
 - Geographic Information Systems (GIS) and other tech tools to support data collection
 - Ability to contribute to social media communications

Skills and Abilities:

- **Self-Starter:** Takes initiative and identifies ways in which to support programming to be robust
- **Flexibility:** Can adapt to necessary changes required during the project experience
- **Communication:** Ability to communicate effectively verbally and in writing
- **Collaborative:** Ability to multitask and work collaboratively with teams
- **Project Management:** Can manage multiple deadlines, priorities, budgets, and professional development coordination

Job Responsibilities:

- **Develop and Deliver Teacher Professional Development (PD):** Collaborate with Texas Program Director and NY-based team to design and conduct PD programs (in-person and virtual) and coordinate communications across multiple schools, staff, and community partners. Track and report program outcomes for grant reports, board meetings, and fundraising/development purposes.
 - Develop curricular resources to support teacher implementation of Place-Based Education, Big Ideas of Sustainability activities, and Civic Science Student-Action Projects in their teaching practice
 - Stay abreast of state and national trends in education policy and EfS
 - Generate a Master Teacher pathway for CELF re-engagement and turnkey (i.e. sustainability with health, sustainability with economy, etc.)
- **Support Regional & Statewide Growth:** Support Texas Program Director in the following areas:
 - Align CELF PD resources to Texas state standards – particularly, TEKS – for in-person and digital course videos, digital course downloads and reading material, workshop facilitator guides and presentations, workshop participants handouts
 - Partnerships: Cultivate new and existing school, district, and community partnerships and work collaboratively with partners in program delivery, mentoring, and community outreach.
 - Program Advocacy and Outreach in collaboration with Program Director: Actively seek and follow through with new clients for CELF programs and services. Contribute to the development of a network of advocates for the mission of CELF.
 - Assessment: Work collaboratively with independent evaluators and apply evaluation data from reports to make strategic decisions for successful implementation.
- **Lead Green Careers Program Development & Delivery:** Green Careers is a series of virtual and in-classroom presentations and Q&A sessions hosted by CELF with professionals in the environmental and sustainability fields. As schools look for more ways to embrace and amplify young scholars' interest in sustainability and environmentally-focused career pathways, this program creates opportunities for students to be inspired by the real, personal narratives of industry professionals. Your responsibilities would include:
 - Cultivate relationships with campus stakeholders
 - Connect with campuses & teachers to understand current project development to identify authentic guest speakers and/or supporting resources
 - Coordinate with campuses & teachers to schedule relevant Green Career guest speakers connected to a student project and/or learning-themes
 - Identify and recruit guest speakers. Review guest speaker slide decks - ensure content is audience appropriate (grade level and project theme considerations)
 - Engage new potential partners and/or guest speakers to participate in the program
 - Utilize Green Career Speakers as panelists for Student Symposiums
- **What you want to make it!**

To Apply: All applications must include a resume and cover letter describing your motivation for applying. We also encourage writing samples and/or sample lesson plans/learning materials, if available.

Please send application materials to:
Lisa Gianukos, Texas Program Director
lisagianukos@celfeducation.org

Deadline to Apply: June 10, 2022

Target start date: August 1, 2022 - Scholarship opportunity for the CELF Summer Institute at Lone Star Community College-Kingwood June 27, 28, and 29

Compensation range: Commensurate with work experience and targeted number of part-time hours per week. Salary range \$38,000-47,000 based on 28-32 hours/week.

If your experience doesn't check every box listed above, yet you feel that your professional and lived experiences make you a great candidate, we want to hear from you. CELF is committed to diversity, equity, and inclusion, and does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, marital status, veteran status, or political affiliation. CELF encourages qualified applicants who identify as having lived and/or worked in a community impacted by environmental injustice. CELF is proud to be an equal opportunity workplace and is an affirmative action employer.