



POSITION TITLE: Community Engagement Educator (PT SPHS)

Reports To: Manager, Education

Supervises: No Direct Reports

Under the direction of the Manager, Education; the SPHS Educator is responsible for the implementation of educational programs to inspire children, youth and, adults to learn through the delivery of established curriculums. Presentations will be at district schools with additional opportunities to engage children in more hands-on active learning activities at community day camps, and community centres as well as our own camps, clubs and field trips.

This position is a **permanent part-time** role. The hours are up to **16 hours per week** including weekdays, evenings or weekend times.

PRINCIPLE ACCOUNTABILITIES:

- Learn and deliver the established curriculum following the scheduled bookings.
- Work with the education and community programs teams, providing feedback in the development of new curriculum.
- Proper arrival time and care to meet scheduled bookings will be paramount.
- Fulfill administrative tasks as necessary. These include, but are not limited to: correspondence with members of the public and the creation of teaching resources.
- Be a positive advocate of The Humane Society in interactions with teachers and parents on a daily basis.
- Maintain a professional appearance and friendly demeanor at all times.

In addition to the duties listed above, the Centre expects the following of each Full and Part Time staff member: adhere to The Humane Society policies and procedures; works in a safe manner; acts as a role model within and outside the Centre; seeks out opportunities for continuous professional development; performs duties as workload necessitates; maintains a positive and respectful attitude; communicates regularly with supervisor about department issues; demonstrates efficient time management and prioritizes workload; consistently reports to work on time prepared to perform duties of the position; meets department productivity standards; participates in The Humane Society events as needed or required; and, completes other duties as assigned.

POSITION REQUIREMENTS:

The following is a general description of some of the requirements necessary to carry out the duties and responsibilities for this position. The SPHS Educator must have the following attributes and skills, among others:

- Ownership/access to a pet suitable for school visitations.
- Able to work on weekdays, evenings and some weekend hours to facilitate educational activities during community events.
- Knowledgeable on the care of all types of pets; animal welfare issues and passionate about the welfare of animals.
- Comfortable handling and working with all types of animals.
- Comfortable and effective in skills of public speaking and in animated delivery of presentations.
- Ability to use positive and effective strategies to maintain classroom management of large groups of children.
- At least 1 year of experience working with children.
- Excellent interpersonal skills to meet/interact with new people daily (i.e. school staff).
- Proficient in full Microsoft Office Suite including PowerPoint, Excel and Publisher.
- Excellent skills in verbal and written communication.
- Bachelor of Education Degree, Recreation and Leisure Studies or other related education is preferred.
- Current police vulnerable sector check.
- Access to a vehicle and possess a valid Ontario driver's license.

WORKING CONDITIONS:

- May be exposed to infectious waste, diseases, conditions, etc., including exposure to viruses and bacteria.
- Interacts with community.
- Holds valid Ontario driver's license and travel within Perth County regularly, and Waterloo Region occasionally.
- Public speaking in different areas and venues.
- Manual dexterity required to use desktop computer and peripherals.
- Intermittent physical activity including walking, standing, sitting, lifting and supporting animals.

COMMITMENT:

- Able to attend to work-related matters that occur after regularly scheduled work hours.
- Demonstrated regular and consistent attendance and punctuality.