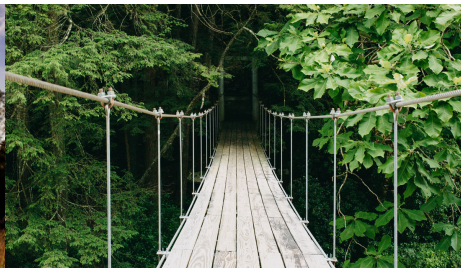




MCDOWELL ENVIRONMENTAL CENTER DIRECTOR

The mission of McDowell Environmental Center is to connect people to the environment, teach respect for the Earth and its beings and promote a commitment to lifelong learning.

FULL TIME, PERMANENT POSITION



MCDOWELL ENVIRONMENTAL CENTER DIRECTOR

OVERVIEW

- General Responsibilities: To uphold the program goals and mission of the Environmental Center and to oversee all aspects of the program.
- Length of Position: Full Time, Permanent
- Supervisor: Executive Director of Camp McDowell
- Salary Range: \$40,000 – \$47,000
- Blue Cross Blue Shield health insurance
- 403b retirement plan with a 5% contribution and will match up to 4% of gross monthly salary
- Onsite, private housing
- Paid time off

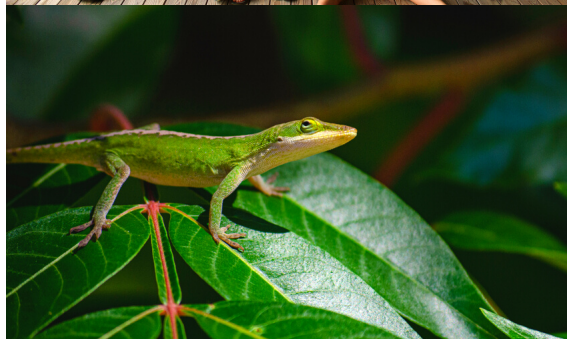
QUALIFICATIONS

- 3 years of teaching experience
- 3 years of educational administration experience and staff supervision
- Hold a Bachelor's degree or higher
- Demonstrate a respect and affinity for children
- Desire to work outdoors and be a member of a friendly and supportive team
- Demonstrate leadership, maturity, initiative, enthusiasm, sense of humor, flexibility, and a team spirit
- Demonstrate professionalism in appearance and behavior
- Demonstrate superb organizational skills and attention to detail
- CPR/First-Aid Certified and Valid Driver's License

APPLY

Submit applications to whitney@campmcdowell.org:

- Resume
- Cover Letter
- 3 References





MCDOWELL ENVIRONMENTAL CENTER DIRECTOR

SPECIFIC RESPONSIBILITIES

- Manage, hire, train and supervise McDowell Environmental Center Staff: 15 seasonal & 4 full-time staff
- Observe and offer feedback on staff performance
- Regular check-ins with Program Coordinator and Animal Programs Manager
- Manage marketing and promotion of the McDowell Environmental Center
- Actively recruit new schools for program attendance
- Promote the program through events, conferences, literature, and other media
- Manage finances and budget with Executive Director and Chief Financial Officer
- Prepare invoices for visiting schools and yearly calendar with Program Coordinator support
- Direct and organize fundraising and scholarship opportunities
- Evaluate, update, and direct program curriculum and development
- Organize and facilitate annual teacher workshops and classes to introduce MEC to new schools
- Teach classes as needed and to stay relevant with program
- Provide top notch customer service and create a sense of connection with teachers and chaperones
- Support fellow EC staff, kitchen staff, and guests at meals in the dining hall

ESSENTIAL FUNCTIONS

- Provide a positive experience for all clients of the McDowell Environmental Center and Camp McDowell
- Observe the behavior of students and provide guidance as needed
- Recognize any hazards to visitors or staff
- Help out wherever and whenever needed, including occasional weekends
- Act as a positive role model to visitors and fellow staff members
- Work and live respectfully with others
- Serve in an overnight on call role 1-2 nights a week, coordinate any overnight needs/emergencies

MCDOWELL ENVIRONMENTAL CENTER

Situated on 1,140 acres of fields and forests with miles of trails winding through beautiful sandstone canyons, Camp McDowell is the Camp and Conference Center for the Episcopal Diocese of Alabama. Camp McDowell was established in 1923 and has been at its current location in Nauvoo since 1947. We are located in Winston County, just 1 mile across the county line from Walker County. Upon the completion of Bethany Village in 2015, we became the largest Episcopal camp and conference center in the United States, with approximately 770 beds. We serve approximately 50,000 people from across the U.S. and abroad each year. McDowell excels in many areas, including our Summer Camps and Retreats (1947), the Conference Center (1978), McDowell Environmental Center (1994), the Alabama Folk School (2007), and McDowell Farm School (2014). With over 100 staff, both seasonal and full-time, Camp McDowell is not only home to premier programs, it is home to a group of around 40 people who live in intentional community. We have passion, innovation, and inspiration year round!

McDowell Environmental Center was established in 1994 with the mission to connect people to their environment, teach respect for the Earth and its beings, and to promote a commitment to lifelong learning. The goal of MEC is to increase awareness and understanding of the environment, encourage a sense of responsibility for the environment, and foster cooperation and the idea of community. Students from all over the southeast in grades 3-12 attend our residential programming. Most schools attend for a 3-day, 2-night trip. We can accommodate up to 200 people at a time, often seeing 300-400 people each week. Our class offerings include science classes, outdoor skills and team building classes, recreation and humanities classes, and evening programming. Our animal education program offers both raptor and reptile programs. We care for five raptors, three snakes, and three turtles. Over 8,000 students, chaperones, and teachers attend McDowell Environmental Center each year. The MEC operating budget is 1.1 million.

MEC welcomes schools from September through December and late February through May. We employ 15 seasonal staff in the fall and spring and 5 full time staff year round, including an onsite-full time nurse.

McDowell Environmental Center understands the importance of learning in nature and using natural resources as tools for education. Being a part of nature and providing outdoor experiences helps children and teachers make tangible connections between the curriculum and the real world. It takes the concept of science and puts it right in your hand.

