



Associate Director of Public Programs

Our Mission: Wild Earth nurtures the development and empowerment of youth by fostering reciprocity with nature, cultivating regenerative practices, and uplifting equity and environmental justice.

Wild Earth provides earth based programming for youth and adults. These programs are either school based or public. Public programs represent a wide range of programming including weekend camps and workshops, summer camps and community collaborations, which are almost always nature immersive programs. The Associate Director of Public Enrolling Programs holds responsibility for building and implementing the vision of the public enrolling programs.

At Wild Earth, salaried staff collaborate in a participative leadership framework to uphold the organization's vision and mission. Employees work together in committees that are pertinent to their expertise to support org-wide initiatives.

Foundational Role (15%): Our foundational roles as team members uphold the mission, vision and values of our work. We achieve this through staff meetings and retreats, professional development and training opportunities including JADE (justice, access, diversity and equity), internal communications and administrative responsibilities.

Core Role • Essential Duties and Responsibilities (85%):

Organizational Leadership:

- Uplift an organizational culture of collective responsibility. Constructively identify challenges and demonstrate solution oriented thinking.
- Contribute as a stakeholder to key organizational decision making processes regarding programmatic vision & scope. Develop program branch purpose and guide programmatic vision.
- Partner with directors to propose and implement policies and processes to improve organizational operations and culture.
- Pull and apply guidance, feedback, and support from co-workers.
- Collaborate with the Staffing Committee to identify staffing needs.

Programmatic Leadership:

- Create strategies to develop and achieve program goals rooted in Wild Earth's mission.
- Create processes to support programmatic operations.
- Guide program teams to innovate, plan, and implement a mission-centered program.

- Coach program teams to create a culture of contribution, collaboration, and unity.
- Offer one-on-one guidance, actionable feedback and support to direct reports and peers.
- Support direct reports to identify and progress towards their own goals.
- Demonstrate strong leadership in identified program area(s).
- Proactively learn new skills to adapt to evolving needs of the organization.
- Manage timelines, deliverables, and decisions, both independently and in teams.
- Lead cross functional collaboration between programs.

Focus Area(s):

- Summer Camp
 - Program administration and communication
 - Site supervisory support
 - Management of Summer Camp calendar
 - Support Learning Committee with staff trainings
- Provide supervisory support for teen programming.
- Coordinate Community Engagement opportunities.

Core Skills

- Excellent outdoor risk assessment and mitigation skills.
- Communicates with clear and impactful language when guiding youth and staff.
- Excellent emotional regulation and ability to support team members through challenges.
- Strong understanding of childhood & teen development.
- Commitment to creating a supportive & respectful staff environment, welcoming to those with identities historically excluded from outdoor ed such as BIPOC, LGBTQIA+, women and girls.
- Curricular knowledge in earth living skills, nature-based crafts, sensory team building activities, and approaches to youth development rooted in anti-racist SEL frameworks.
- Excellent written and verbal communication skills with attention to detail.
- Experience with Google Suite, Microsoft Office and related applications.
- Comfortable prioritizing, planning workflow, and managing many projects simultaneously.
- Dynamic interpersonal skills and the ability to collaborate with all staff.

Bonus Skills

- Spanish proficiency
- Experience using CRM systems (ie: Salesforce)
- Experience working with neurodiverse populations

Hours: 40 hours / week with five hours of built in flex time, Monday-Friday, with weekend responsibilities. Remote work possible for administrative responsibilities.

Compensation: \$55,000-\$60,000 / year plus benefits, including health insurance, retirement, and paid time off.

Start Date: May 31st, 2023

Send a cover letter and resume to jobs@wildearth.org.

Equal employment opportunity and having a diverse staff are fundamental principles at Wild Earth, where employment and promotional opportunities are based upon individual capabilities and qualifications without regard to race, color, religion, gender, gender identity or expression, pregnancy, sexual orientation, age, national origin, marital status, citizenship, disability, veteran status or any other protected characteristic as established under law.