



# Program Naturalist

The Outdoor Education Program is a residential outdoor education program that provides safe, fun, and challenging learning experiences for 5th and 6th graders from across southern California. We are committed to providing our education staff with a meaningful, challenging, and fun working environment.

## Job Description

Under the supervision of the Outdoor Education Director (OED) and Coordinators, the Program Naturalist (PN) provides program instruction, program and facility-related services, and medical care for clients. The Program Coordinator (PC) helps mentor and train PNs, along with monitoring their adherence to medical policies and procedures. The major responsibilities of the PN include:

- Provide positive public relations and represent Pathfinder Ranch in a professional manner
- Communicate pertinent updates, medical info, and client requests to the OED and Coordinators when necessary
- Participate in weekly staff meetings and provide updates when necessary
- Assist the OED and Coordinators during medical training sessions
- Facilitate 2-5 program classes (3.5 hours each) per week
- Assist with program projects (e.g. inventory, animal care) and facility services (e.g. bathroom supplies, heating issues)
- Be on-call to assist clients for 1-4 nights (roughly 9 hour shifts) per week, depending on staffing and program needs
- Conduct patient assessments and provide medical care to clients based on training and the camp's standing orders
- Administer medications to clients based on medication orders and the camp's standing orders
- Complete accurate and detailed medical logs/records in a timely manner
- Maintain health center supplies and notify the Program Coordinator of issues regarding inventory (e.g. first aid supplies, meds)
- Maintain a clean and safe work environment
- Aid in creating and enforcing risk management procedures
- Facilitate emergency response procedures in case of an alarm or other emergency
- Other duties as assigned

## Job Requirements

- Bachelor's degree in a related field (e.g. education, medical care) and/or related work experience
- Current Wilderness First Responder certification (see <http://www.acacamps.org/resource-library/accreditation-standards/first-aid-cpr-recognized-certifications> for approved certifying organizations)
- Current Lifeguard or Watercraft Guard certification is preferred (see P.A. Watercraft Guard section on <http://www.acacamps.org/resource-library/accreditation-standards/aquatic-recognized-certifications> for approved certifications and certifying organizations)
- Experience working in a similar setting and/or with youth
- Ability to work and communicate (verbal/written) politely and effectively with fellow employees
- Self-motivated and complete tasks in a timely and accurate manner
- Must be detail-oriented, flexible and can prioritize tasks well
- Proficient with office equipment (e.g. copier, phones), computers, and Microsoft Office
- 18 years of age or older
- Must provide proof of legal ability to work in the U.S.
- Must reside on campus
- Must be able to work in an outdoor setting under occasional harsh weather conditions (e.g. snow, heat)
- Ability to walk/hike up to 5 miles at a time on steep and uneven terrain in a variety of weather conditions
- Must be able to safely lift and carry up to 50 lbs.
- Ability to stand and sit for prolonged periods, plus have the mobility to kneel, bend, and twist
- Ability to work in excess of 10 hours per day

## How to Apply

- Go to our employment webpage to complete the [online application](#) and upload a copy of your resume plus cover letter.
- Ask during the interview for more information about pay and benefits.
- You may also contact the Outdoor Education Director at 951-659-2455 ext. 12 or through email at [loedirector@pathfinderranch.com](mailto:loedirector@pathfinderranch.com) with questions.