



## Director of Raptor Education

Montana Raptor Conservation Center (MRCC) education programs educate the public about the importance of raptors and conserving them and their habitat by showcasing the magnificent ambassador raptors through presentations. MRCC education programs serve a variety of audiences: students, adults, families, and seniors. Education programs center on Gallatin County, though programming is also offered throughout Southwest Montana.

The Director of Raptor Education is responsible for directing all aspects of our education program activities, with the goals of 1) providing informative educational experiences to help people better understand, appreciate, and conserve Montana raptors and their environment, 2) advancing MRCC's conservation and rehabilitation work by fostering connections with the Southwest Montana community, 3) making the education programs financially self-sustaining, and 4) demonstrating best practices in bird enrichment, training, and husbandry.

Close coordination with all staff is required. The Executive Director supervises this position.

### **RESPONSIBILITIES:**

#### **Program Delivery + Management**

- Create, prepare, present, and promote engaging, hands-on presentations about Montana's raptors, the role they play in the ecosystem, and the importance of the work MRCC does.
- Maintain and organize educational materials, props, artifacts, and equipment and acquire additional materials as necessary.
- Oversee creation, content and goals for diversified program offerings including onsite and offsite programming, tours, and virtual programming.
- Help measure and communicate the program's impact by collecting and presenting participation data and feedback.
- Cultivate MRCC's education and outreach through quality programs and partnerships with new organizations.
- Progress on-site amphitheater programs by developing new presentations and new formats with the goal of reaching new audiences and generating education program income.
- Assist with raptor rehabilitation duties as needed.

#### **Accountability + Fiscal Management**

- Advance MRCC's conservation work through networking, relationship-building, media coverage, and support fundraising events with ambassador birds.
- Promote educational content + outcomes across all mediums of MRCC.
- Present reports to the board of directors and attend board meetings as directed.
- Create annual goals for education, and track and report progress.
- Create and follow safety management plans.

- Maintain and market the Adopt-a-Raptor Program.
- Administer education scholarships for groups in need.
- Schedule programs and maintain all data related to programming including pricing, invoicing, receipts and program outcomes.

## **Animal Care + Training**

- Work directly with the Rehabilitation Director with the husbandry of ambassador birds, including (but not limited to): creating training plans for and training birds, daily and monthly care of the birds, maintenance and cleaning of cages and equipment, supervising volunteer handling.
- Engage in regular professional development to stay current in the field.
- Provide ambassador birds with enrichment.

## **Volunteer Coordination + Management**

- Recruit, train, and supervise an education team of qualified volunteers to assist with programming and husbandry.
- Schedule education volunteers for training, cleaning, and programs.
- Conduct bi-annual trainings and refresher workshops as needed for education volunteers

## **Qualifications + Abilities Required**

- Bachelor's degree in natural, life, physical science OR education; and four years of progressively responsible naturalist experience; or an equivalent combination of education and experience.
- Minimum of 5 years' experience managing, training, and handling captive raptors, including strong knowledge of current best practices in bird husbandry and care.
- Enthusiasm for education, conservation, and the mission, goals, and values of the Montana Raptor Conservation Center.
- Experience building and implementing environmental education curricula.
- Enthusiastic, personable, and responsive leader with experience leading groups and working with people of varying ages and abilities (including young children and retirees).
- Desire to work in a highly collaborative team-based environment.
- Ability to establish and maintain effective working relationships with other organizations, funders, and community members.
- Excellent interpersonal, communication, and computer skills.
- Experience working with, empowering, and overseeing volunteers.
- Self-directed, organized, reliable, and able to manage multiple projects simultaneously.
- Ability to work flexible hours including evenings, holidays, and weekends.
- Willingness and ability to travel throughout Southwestern Montana. Must have a valid driver's license. MRCC will provide a vehicle to use for events and programs.
- Physical fitness necessary to carry crates, education materials, tables, and other necessary program items, occasionally over long distances, over uneven terrain, and outdoors.
- Ability to pass a criminal background check.

Salary \$55,000-\$65,000 DOE. Health insurance benefits and matching retirement plan in addition to salary. To apply please send an email with subject Director of Raptor Education containing a single pdf with a cover letter, CV and 3 references to Interim Executive Director [Vanessa.Skelton@montanaraptor.org](mailto:Vanessa.Skelton@montanaraptor.org).