



45 School St., Suite 403, PO Box 489, Mahone Bay, NS, B0J 2E0

Tel: 902-634-9977 Email: info@coastalaction.org Web: www.coastalaction.org

Environmental Educator – 4-month full-time

Coastal Action is looking for a dedicated and enthusiastic team player to fill our Environmental Educator role. This is a full-time position beginning in May and extending through August 2026.

Coastal Action is a non-profit environmental organization based in Mahone Bay, Nova Scotia. For over 30 years, our mission has been to protect and restore the environment through research, education, action, and community engagement. The Environmental Education Team's primary goal is to engage children and youth in appreciating the values of nature through active learning and outdoor play.

Reporting to the Environmental Education Program Manager, the Environmental Educator supports Coastal Action's Environmental Education Projects by assisting with project work, program delivery, tracking project metrics, and assisting with day-to-day project operations. The Environmental Educator will assist the Environmental Education Program Manager in overseeing the design, planning, and implementation of spring and summer programs. All programs take place outdoors and are designed to provide participants with opportunities to enjoy experiential learning, science, discovery, and being active in nature. Programs typically include games, stories, creative projects, exploration, gardening, physical activity, and hands-on learning related to the theme of the camp or program. The Environmental Educator exhibits strong interpersonal and leadership skills by taking on a key role in program design and leadership; liaising with parents/guardians, participants, and schools; providing a safe program environment; research and report writing; and collaborating with other team members for developing programs; and contributing to the continued overall success of the Organization. As part of the Coastal Action team, the Environmental Educator complies with operational and safety-related policies and procedures.

Responsibilities:

- Plan and implement exciting experiential learning opportunities, including school programs, day camps, extracurricular programs, gardening workshops, and community nature programs.
- Effective program facilitation, behaviour management and interpersonal skills to ensure that programs run safely, dynamically, and are inclusive to all participants.
- Deliver quality adventurous programs that immerse participants in the natural world.
- Motivate and coach youth volunteers to reach their full potential.
- Maintain accurate and detailed program notes, including program feedback, debrief notes, attendance, registration details, etc.
- Record program notes accurately using appropriate tools and methods.
- Receptive to feedback and has a growth mindset.
- Follow all relevant safety and field protocols
- Prepare, transport, and maintain equipment and materials for project use



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- Support content creation by capturing field photos, videos, and short project descriptions for outreach
- Be flexible and open to all tasks that promote, support, and facilitate all project activities associated with Coastal Action.

Qualifications and Requirements:

- A minimum of one year of experience in a similar role.
- Experience in program leadership, program planning, and evaluation.
- Enrolled in or completed University/College education in a relevant field (e.g., recreation, education, science, or environmental studies).
- Current certification in First Aid + CPR Level C (or equivalent) by the start date of the contract.
- Screening through the Child Abuse Registry and a criminal records check (to be completed following the offer of employment).
- A valid driver's license and access to a vehicle.
- Self-motivated, with the ability to work independently.
- Ability to perform and multi-task in challenging work environments and weather conditions.
- Strong organizational skills, attention to detail, and efficient time management.
- Previous environmental/non-profit experience is considered an asset.

Our Team Culture

The Environmental Education Team values collaboration, communication, trust, growth, and openness. It is important that we have a supportive team atmosphere, and to do so, all Environmental Education staff participate in community standards and team dynamic exercises; these activities allow us to create expectations for each other and ourselves to make for a great learning and working environment. They also allow us to learn more about each other and create avenues for open communication and feedback. We take pride in fostering a work environment that values and celebrates individual needs. We aim to provide flexibility and accommodation within reasonable boundaries.

Resumes and accompanying cover letters identifying how you can contribute to Coastal Action's success as our Environmental Education Senior Field Technician can be sent to apply@coastalaction.org. Please include **"Environmental Educator Application – [Your Name]"** in the email subject line and attach your cover letter and resume as **one PDF document**.

Closing date: Monday, April 6th, 2026, at 11:59 PM

Coastal Action is an equal opportunity employer. We thank all applicants for their interest; however, only those selected for an interview will be contacted.