



Job Title:	Eco-Explorers After School Lead Instructor
Employer:	The Kiva Center
Site:	Castro Elementary School
Job Status:	Part time
Reports to:	Human Resources Manager, Kasey Schelling
Pay rate:	\$26-\$28/hour, depending on experience
Instructor Schedule:	One-two days per week- 3:10-4:40 PM + up to 1 hour per week of paid planning time. Job follows DPS school schedule.
How to Apply:	Please email your resume and cover letter to kasey@thekivacenter.com

Kiva Center Mission and History:

The Kiva Center is a non-profit organization that with a mission to build inner-strength and compassion in Colorado's youth through transformational nature-connection experiences. Since founding in August 2014, The Kiva Center has actively worked towards this goal. It began with small neighborhood Summer Camps, which led to local public school enrichment programs, homeschool enrichment and family learning experiences. This work has ignited a passion in our children to preserve and regenerate the natural environment by exploring the outdoors, planting gardens, sharing their stories, connecting with their families, and tapping into the abundance of learning opportunities that nature provides. In this time The Kiva Center is becoming a bridge that links internal motivation to empowered action.

The Kiva Center Eco-Explorers Program Description:

The Kiva Center's Eco-Explorers after-school program is an outdoors-based class focused on nature connection. Students will explore the outdoor spaces in their local community and engage in group activities that encourage friendship, health, community service and fun! Seasonal activities include nature exploration, outdoor play, collaborative games, traditional arts and story-telling. The program runs throughout the entire school year.

Expectation for All Employees:

Support the Kiva Center mission and exhibit a commitment to:

- Working collaboratively, with integrity and respect for fellow employees, associates, and our communities
- Embracing personal responsibility and accountability for your job

Job Purpose:

As a Kiva Center After School Instructor, you have the responsibility of fostering a love for the outdoors with children in our community. You will be responsible for inspiring children's curiosity, building confidence and comfort in nature, facilitating teamwork, teaching knowledge and skills, and having an incredible amount of fun! As an After School Lead Instructor, you will



receive instructor training as well as ongoing mentorship support in outdoors-based learning. You will be teamed up with a Teacher's Assistant who, under your guidance will support the program to run smoothly and effectively. The ideal candidate has significant experience with children, is enthusiastic, responsible, highly organized, and ready for action.

Principal Responsibilities:

- Teach weekly after-school classes throughout the entire school year, encouraging earth stewardship in participants through enthusiasm, knowledge, and passion for nature
- Design weekly curriculum inspired by the Kiva model to plan and execute joyful, meaningful, engaging Eco-Explorer experiences
- Manage Kiva supplies for each experience being taught- including safely storing and cleaning supplies each week
- Act as a role model for all participants and Teacher's Assistant, illustrating appropriate behavior and environmental ethics
- Encourage a joyful, safe, meaningful outdoor experience for participants
- Exhibit a strong set of skills related to local flora and fauna, earth science, outdoor games and traditional arts.
- Attend Mandatory Kiva After School Instructor trainings
- Maintain regular contact with the Kiva Center Program Mentor

Desired Skills and Abilities:

- Experienced Instructor, especially in an outdoor setting
- Strong communication skills with adults and children
- Good knowledge of Colorado ecology and natural science
- Ability and desire to create excellent learning experiences
- Good organizational skills and ability to exhibit patience and professionalism
- Experience relating to and communicating with diverse audiences
- Bilingual in Spanish and English

Qualifications:

- Satisfactory and verifiable experience working with school-age children
- Continuing Education classes in Environmental Education, Recreation, Environmental Studies, Biology, Geology, Education, or related field preferred
- Background check and fingerprints submitted and cleared by the Colorado Department of Human Services