

Rolling Hills Zoo Job Description

JOB TITLE: EDUCATOR

Reports to: Curator of Education

Effective Date: 2026

Job Summary: This **part-time** position will aid full-time employees to provide fun and interactive, age-appropriate educational experiences to encourage wildlife conservation.



General Duties and Responsibilities:

- Demonstrates a commitment to the Zoo's mission statement and core values.
- Performs duties in a service-oriented manner.
- Demonstrates a commitment to maintaining a healthy work environment.
- Recognizes the needs of others and treats others with respect and dignity.
- Maintains good work habits and adheres to all policies and procedures.
- Work hours depend on the season and range between 8-25 hours per week.

Key Duties and Responsibilities (including but not limited to):

- Assists full-time employees in creation and presentation of educational programs, on and off-site for all ages.
- Ensures the safety of participants and volunteers in programs, both on and off-site.
- Responsible for setting up and tearing down programs/camps.
- Assists full-time education employees in keeping track of release forms, distributing program evaluations, and other appropriate paperwork.
- Understands group dynamics and the ability to manage groups of children and adults in an engaging and friendly manner that fosters a positive and inclusive experience for all.
- Will handle various ambassador animals with full-time staff supervision.

Required Qualifications, Experiences, and Skills:

- High school diploma or GED (or currently pursuing).
- Enjoys being around people of all ages and abilities.
- Works collaboratively with adult and teen volunteers to support program delivery.
- Ability to effectively use Microsoft 365, Canva, and a variety of other digital platforms.
- Ability to work in a fast-paced environment.
- Willing to work a flexible schedule including early mornings, nights and weekends.
- Must have a valid motor vehicle operator's license.
- Proficient verbal and written communication skills.

Desired Qualifications, Experience and Skills

- Experience in zoo and/or informal education settings.
- Special Education experience.

PHYSICAL EFFORT:

- Position requires the ability to move about easily among various venues, both inside and outdoors.
- Occasional lifting of 40 to 50 pounds is required.
- Position requires the ability to remain standing for long periods of time, climb stairs, bend and stop.
- The ability to safely handle small hand tools, including some power tools.
- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions of the job.