

CENTRE REGION PARKS & RECREATION AUTHORITY

SEASONAL EMPLOYMENT OPPORTUNITIES

2022

MILLBROOK MARSH NATURE CENTER

Centre Region Parks and Recreation is hiring for naturalist positions at the Millbrook Marsh Nature Center. If you love the outdoors and have a background in environmental education, experiential programming, plant and animal identification, or similar work, we have the jobs for you!

Centre Region Parks and Recreation (CRPR) is an agency of the Centre Region Council of Governments (COG). The COG is a regional partner to six municipalities in the Centre Region: the Borough of State College, and the Townships of College, Ferguson, Harris, and Patton. Centre Region Parks and Recreation works directly with five of the six municipalities for their recreation and parks services. COG and the Centre Region Parks and Recreation Agency/Authority is an Equal Opportunity Employer.



PROGRAM LEADERS, AFTER-SCHOOL PROGRAM: (2 positions available)

Job Duties: Primarily planning and leading nature programs for elementary students as part of the after-school program hosted at local schools. Additional hours assisting with and leading guided programs, assisting with special events and community programs may be available.

Season: August 2022-May 2023. Monday through Thursday, 3:00 PM-5:30 PM, plus an hour of prep time each week. Additional hours are offered based on the program calendar.

Pay Scale: \$12-\$13/hr. pending qualifications and experience.

Qualifications: Education/recreation background, experience working with young children, and leading educational programs preferred. Minimum age: 18

PROGRAM LEADER, PUDDLE JUMPERS: (1-2 positions available)

Job Duties: Primarily planning and leading the Puddle Jumpers nature play program for preschool-age children. Additional hours assisting with and leading guided programs, assisting with special events and public programs may be available.

Season: August 2022-May 2023. Thursdays 8:30 AM-5:00 PM, or 8:30 AM - 12:30 PM, or 1-5 PM, plus an hour of prep time each week. Additional hours are offered based on the program calendar.

Pay Scale: \$13-\$13.50/hr. pending qualifications and experience.

Qualifications: Education/recreation background, experience working with young children, and leading educational programs preferred. Minimum age: 18

PROGRAM LEADERS: (5-6 positions available)

Job Duties: Planning, preparing for, and leading nature programs for all ages, assisting with and leading guided programs and summer camps, and assisting with special events.

Season: Year-round
Schedule based on program calendar, occasional weekend hours.

Pay Scale: \$12-\$13/hr., pending qualifications and experience.

Qualifications: Education/recreation background, experience working with young children and leading educational programs, ability to provide group management, and leadership preferred. Minimum age: 18

PROGRAM VOLUNTEERS: Millbrook Marsh Nature Center is seeking enthusiastic, energetic volunteers to help lead nature programs at the Center. Great for students who need volunteer hours and community members to get involved in this amazing natural setting! For more information on volunteer opportunities, please visit www.crpr.org and view Millbrook Marsh's volunteer opportunities.

Please visit the Agency [website](#) to download an [Employment Application](#) and read more about background checks and other policies.

PLEASE READ BEFORE COMPLETING AN APPLICATION

- All applicants must complete a CRPR Application for Employment to be considered for employment. Resumes may supplement the process, but do not replace an Application Form.
- A cover letter is not required, but it can be helpful explain your experience levels and your availability.
- Returning employees must also re-apply for seasonal work each year, and that process is initiated by the Nature Center Supervisor.
- **Positions are open until filled. Please indicate the start and end dates that you are available for employment. You will be considered even if you are not able to complete a full season, including any required pre-season training.**
- All positions are hourly and seasonal and do not carry any benefits (other than Worker's Compensation Insurance for on-the-job injuries).
- Note your position preferences on your application (example: #1 Lifeguard, #2 Parks Caretaker I, etc.). We will try to meet your preference or, if you so indicate, consider you for more than one part-time position.
- Please note the minimum age requirements listed with each position.
- Priority is given to applicants residing in one of the five participating municipalities. Further, for some positions, we prefer to hire no more than one person per family if the application is for the same facility.
- The most qualified individuals will be contacted and scheduled for interviews. If you are a college student, please note on your application the dates when you may be in State College for an in-person interview or times we may be able to contact you via phone/video conference.
- Background checks must be in place before a job offer is made. See updated Child Safety Policies here: <https://www.crpr.org/child-safety-policy>
- All staff 17 yrs. and younger must provide Working Papers before the first day of work. Contact your School Guidance Counselor to apply for working papers.