



Job Title: Inclusiveness Assistant and NKJN Community Liaison
Employer: Thorne Nature Experience (Thorne); Boulder, CO
Job Status: Full time Employee
Reports to: Curriculum and Inclusiveness Manager and NKJN Community Programs Coordinator
Salary: \$26,000+ Annual Bonus
Benefits: Health and Dental
403B w/ Employer Match for Retirement
Paid Time Off (Vacation, Sick Leave, and Holidays)
Application Deadline: May 10, 2017
Application Process: Please no phone inquiries. Additional information available at www.thornenature.org. Questions regarding the position can be directed to angela@thornenature.org and will be responded to within 2 business days. To apply, please submit a cover letter and resume to angela@thornenature.org. Applicants selected for an interview will be notified by May 17, 2017.

Thorne Mission and History:

Thorne Nature Experience is a non-profit organization whose mission is to build Earth stewardship by providing youth with joyful, hands-on, place-based environmental education experiences that foster an emotional connection to nature. Founded in 1954, Thorne has a rich history and has reached more than 250,000 children and adults through its Summer Camp, School Year, and Nature for All Programs.

Nature Kids/Jovenes de la Naturaleza Lafayette (NKJN) Program Description:

NKJN will benefit underserved youth and families living in Lafayette, CO with a focus on reaching youth who attend 5 Boulder Valley School District schools (Sanchez, Pioneer, Ryan, Angevine, and Centaurus). In 2016, the Lafayette community, with a focus on low-income and Latino youth and families, was engaged in a year-long planning effort funded by Great Outdoors Colorado (GOCO) and led by Thorne Nature Experience (TNE). Community members designed the programs and capital construction projects that will be implemented by NKJN beginning in June 2017 through May 2022. There are 39 collaborating/supporting organizations who have signed on to help provide pre-k to high school, backyard to backcountry, and family integrated nature and outdoor recreation programming to underserved youth in Lafayette. Programming will include classroom, after school, and field trip opportunities as well as summer opportunities that range from family programming to summer camps and employment opportunities. In addition to programming, there will be multiple capital construction projects on City of Lafayette Open Space and at Pioneer and Sanchez Elementary that are designed to ensure that all Lafayette youth live within a safe 10 minute walk to a nature play space.

Expectation for All Employees:

Support the Thorne mission and NKJN program 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:

The Inclusiveness Assistant and NKJN Community Liaison supports Thorne's Curriculum and Inclusiveness Manager in the implementation of Thorne's Inclusiveness Plan and Latino Family Engagement Plan (50%) and assists with marketing and outreach for NKJN and removing barriers to participation for NKJN for underserved Lafayette youth and their families (50%).

Principal Responsibilities:Inclusiveness Assistant (50% time)

- Attend events of community organizations in Boulder and Longmont that serve Latino families to promote Thorne programs.
- Attend family events and parent classes at schools where Thorne offers programming in Boulder and Longmont to promote Thorne programs.
- Assist Latino families in registering for Thorne programs.
- Lead 2 Latino family events per semester for Boulder and Longmont Nature Immersion Schools.
- Maintain relationships with other Latino-serving organizations and Latino leaders and professionals in Boulder County.

NKJN Community Liaison (50% time)

- Assist with recruitment for NKJN summer and after school opportunities.
- Assist with recruiting and leading nature and outdoor recreation themed events for youth and families.
- Assist with recruiting and leading NKJN's Promotores Volunteer program.
- Assist with recruiting and leading NKJN's Youth Advisory Board.

Desired Outcomes:Inclusiveness Assistant

- Exceptional understanding of the network of community organizations and resources that serve the Latino community of Boulder County.
- Ability to develop and maintain relationships with leaders at local Latino organizations, teachers and administrators at schools participating in Thorne programs, and Latino community members.
- Ability to develop and maintain relationships with parents of Thorne's Latino students.
- High level of engagement of Latino youth in Thorne After School and Summer Camp scholarship programs.
- High level of engagement of families in Thorne-sponsored Latino Family events

NKJN Community Liaison

- High level of participation of youth and families in all NKJN programming.
- Exceptional understanding of the Lafayette Latino community's needs and desire around outdoor recreation and environmental education programming.
- Ability to help remove barriers for youth and families interested in becoming participants of NKJN programming.
- High level of engagement of parents in NKJN's Promotores Volunteer Program.

Job Interrelationships:

- Thorne Staff and Instructors
- School Staff (teachers, principals, and resource room facilitators)
- NKJN Collaborating and Supporting Organizations Staff and Instructors
- Students and Parents
- Volunteers and Interns
- General Public

Desired Skills and Abilities:

- Passion for nature and the outdoors
- Culturally competent with strong understanding of the needs and desires of Latino youth and families
- Strong communication skills with adults and children
- Conversational/Proficient in Spanish
- Proficient with MS Office suite (Word, Excel, and Outlook)
- Good organizational skills and ability to handle multiple tasks and roles, patiently and professionally

Desired Behavioral Traits and Attitudes:

- Team player, fun, outgoing, passionate, organized, creative, resourceful, critical thinker, results-oriented, and self motivated. Passionate about Thorne's mission and environmentally concerned and aware.

Minimum Qualifications:

- Must be 18 or older
- Background check and fingerprints submitted and cleared by the Colorado Department of Human Services (Thorne helps and pays for this)
- Bachelor's degree or two year's work experience

Special Requirements:

- Must have a driver's license, a driving record in good standing, and a personal car with insurance and be willing to drive to and from Thorne and NKJN programs (vehicle expenses are reimbursed)
- Must have a flexible schedule to permit for participation in NKJN programming which may occur in the evening or on weekends

Inclusiveness Statement:

Thorne believes that, to remain relevant as an organization and ensure access to joyful, hands-on, place-based Environmental Education experiences for all youth, its programs, leadership, and participants must reflect the range of diversity, culture, and unique differences in our community.

Anti-Discrimination Statement:

Thorne Nature Experience is an equal opportunity organization. Thorne Nature Experience does not discriminate on the basis of race, color, religion (creed), gender, age, national origin (ancestry), physical or mental disability, marital status, sexual orientation, gender variance or expression, or military status, in any of its activities or operations. This Anti-Discrimination Policy applies to, but is not limited to, hiring and firing of staff, selection of volunteers, selection of Board Members, selection of vendors, and provision of services.