

**Bilingual (Spanish) Community Programs Assistant (FT, 4 months)**  
**Tracy Aviary, Salt Lake City, UT**

Take flight with Tracy Aviary's education team! We are seeking one full-time Community Programs Assistant for Summer 2024. We're looking for someone who is excited to bring Tracy Aviary's mission to diverse audiences of all ages throughout the Salt Lake Valley. This person will directly assist the Community Programs Coordinator and report to the Director of Education.

**Position Details:**

Start Date: Tuesday, April 30, 2024

End Date: Friday, August 30, 2024

Schedule: 40 hr/wk, Tuesday-Saturday. Some evening work is required.

Location: Time will be split between Tracy Aviary At Liberty Park and the Nature Center at Pia Okwai. Travel to offsite locations is also required, with carpooling in work vehicles available.

Compensation: \$17.50/hr

Benefits: Paid sick leave, access to health insurance, and employee discount on all food, merchandise, and special events at Tracy Aviary.

**Primary Duties:**

- Lead activities at community events, give presentations about birds and nature, and assist with other classes. Lesson plans and mentor support will be provided.
- Nurture the Aviary's relationships with various community members and organizations through activities such as attending meetings, participating in community events, and maintaining communication.
- Maintain the department's presentation materials, which may include non-human animal remains. Cultural accommodations can be made for this duty.
- Engage guests with site interpretation. Engage guests in forming personal connections with birds and nature through educational conversations at Aviary exhibits.
- Assist the Community Programs Coordinator with other projects as assigned.

Please note that these positions do not involve any direct contact with living animals.

Studies have shown that women, non-binary folks, and Black, Indigenous, and People of Color are much less likely to apply for a position unless they feel they meet every qualification as described. We are committed to finding the best overall candidate and welcome candidates who may come from less traditional backgrounds. Please think about the breadth of your life experience when considering the following lists of qualifications:

**Qualifications:**

Strong candidates will be equipped with the following skills and experience:

- Ability to speak, read, and write in both Spanish and English
- Experience working with the public in any context
- Passion for nature and the environment, with a desire to learn more

- Comfortable working as a member of a team
- Well organized and eager to take on new tasks and meet commitments
- Knowledge of and commitment to justice, equity, accessibility, and inclusion in the community and workplace
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**Additional Qualifications:**

The following qualifications are highly desirable but are not required:

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- Outdoor recreation skills such as kayaking, biking, etc.
- Lived experience as a member of a marginalized community, such as Black, Indigenous, and People of Color, people experiencing homelessness, and members of the LGBTQIA2+ community.

**Special Requirements:**

- Ability, with reasonable accommodations, to remain active and move around our 8-acre campus for up to three hours at a time in variable weather conditions, including temperatures up to 99° F.
- Commitment to masking and testing if you know you were exposed to someone with COVID-19 within the last 5-7 days. Masks and tests will be provided to staff.

**About our Team:**

Tracy Aviary’s Education Department has at its core four passionate, knowledgeable, and relationship-oriented educators. We are committed to the wellbeing of birds, nature, and all of our human and more-than-human relatives in our community. Through community engagement, experiential learning, and other environmental education best practices, we seek to inspire love for and commitment to conservation in the people we meet.

**About Tracy Aviary:**

As the largest and oldest of only two free-standing aviaries in the nation, Tracy Aviary has grown and evolved over our more than 80-year history to become a cultural landmark, public garden, and leader in environmental education and conservation. As an Association of Zoos and Aquariums (AZA) accredited zoo, we continually strive to meet the highest standards to make the experience for our guests and the birds who call Tracy Aviary home the absolute best possible. We continue to enhance our grounds and expand our programming to further our mission to inspire curiosity and caring for birds and nature through education and conservation.

As part of that mission, in 2020, we opened a new campus, Nature Center at Pia Okwai in South Salt Lake. This campus is currently under construction to become a 12-acre nature-based community center on the banks of Salt Lake’s urban river Pia Okwai (Jordan River).

**How to Apply:**

Applications are being accepted immediately. Positions are open until filled. No telephone calls please. Send a cover letter which connects your life experience to your interest and qualifications for this job, resume, and contact information for three references to Education Manager Kylie Jones-Greenwood (they/them) at [KylieJ@tracyaviary.org](mailto:KylieJ@tracyaviary.org). Visit [www.tracyaviary.org](http://www.tracyaviary.org) for more information about Tracy Aviary.

Final candidate must submit to and clear a background check.