



Environmental Educator & Garden Preschool Teacher

About the Monk Botanical Gardens

In just a few years, the Monk Botanical Gardens has grown into an exciting community attraction. This year marks 18 years since land for the Monk Botanical Gardens was donated by Robert W. Monk. Community volunteers and investors have been building and growing the garden ever since.

Today, the Monk Botanical Gardens occupies a 30-acre property on the West Side of Wausau, Wisconsin, at 1800 N. First Ave. Over fifteen years ago, in 2003, the garden achieved nonprofit status and had built a solid reputation for delivering on its commitment to provide a premier garden focused on education.

Volunteers and donors have created a one-of-a-kind environment where all have opportunities to visit and enjoy the beauty of the unique gardens, which have become an urban sanctuary for education, appreciation of our environment, relaxation, and recreation.

Visitors to the Gardens are now able to relax in the contemplative environment of the Memory Garden and Memorial Plaza, climb the magnificent Treehouse, bring lunch and enjoy it under the roof at the "Potager" pavilion in the Kitchen Garden, view unusual plantings in the Meditation Garden, and explore the foot trails that wind through the fields and woods, and border the pond. These features are just the start of what the vision is for the development of the garden. Already thousands of children, students, and adults currently participate in programs and events all year long.

Since the Gardens hired its first full-time employee in 2017, the Gardens has grown exponentially in its fundraising efforts, education and special events offerings, and paid staff. Now a team of four full-time employees with seasonal interns, the Gardens is looking to begin its first capital campaign to build its Visitors Center Complex.

Position Summary

The Monk Botanical Gardens seeks a full-time Environmental Educator and Garden Preschool Teacher. They will be responsible for developing and implementing a nature-based, emergent program that promotes whole-child development and will build a foundation for environmental literacy.

A willingness to be outside in various weather conditions and inspire others to become passionate about nature is necessary.

Our ideal candidate has a genuine love for teaching young children, a deep personal connection to nature, and is dedicated to high-quality care and learning. We are looking for a teacher experienced in early childhood education, detail-oriented, organized, and highly relational. They must take pride in participating in the nature-preschool and child-led teaching models.

The Garden Preschool Teacher will establish and maintain a safe and positive learning environment that supports child developmental and foundational skills while fostering connections between children and the natural world. This position manages the classroom, supervises children in the classroom and outdoor settings, participates in family events, and conducts developmental observations. The candidate must be experienced working with preschool-age students, 3-5 years old.

Primary Responsibilities:

- Assist in developing a garden and nature-based curriculum for children ages 3-5
- Daily lesson planning relating to nature-based curriculum
- Work with and supervise Assistant teacher
- Classroom management, record keeping, and file management
- Documentation of play and discovery through writing, photo/video, and artwork
- Develop and nurture partnerships with families, communicating regularly with parents about their child's development
- Preparation of progress reports and portfolios
- Conduct parent-teacher conferences
- Attend on-going, annual professional development courses
- Support a multi-cultural and inclusive learning environment
- Follow all emergency procedures and COVID-19 protocols
- Maintain a clean and safe environment following WI DCF licensing and CDC guidelines
- Work with the supervisor to ensure state certification policies and procedures are met
- Participation in occasional fundraising events for the school
- Planning and leading occasional family events for the school
- Follow all WI DCF Day Camp licensing guidelines

Desired Skills and Abilities:

- Strong decision-making skills to respond to risk management, emergencies, or difficult situations
- Familiarity with nature pedagogy and emergent curriculum
- Ability to handle multiple tasks and roles patiently and professionally

- Strong organizational skills, detail-oriented
- Ability to work as part of a team

Minimum Qualifications

- Child Development Associate (CDA), 2 year Associate, or BA
- Experience teaching outdoors (1 year)
- Experience working as a preschool teacher (1 year)
- Have a passion for and knowledge of local plants, animals, ecological systems, and gardening
- Must pass a background check
- Red Cross First Aid and CPR Certification including Pediatric (may complete once hired)

Physical Demands: This position requires the ability to work outside in various weather conditions. The employee is frequently required to walk, stand and sit for extended periods. This employee will occasionally climb or balance and stoop, kneel and crouch. This employee must frequently lift and or move up to 30 pounds and occasionally lift or move up to 50 pounds.

Reports to: Education and Events Manager

Compensation: This is a full-time, salaried position. Salary Range: \$34,320-\$41,184. This position will follow a school calendar. Schedule will be mid-August to end of May with an option to work a summer day-camp session. Additional five days of PTO & all federal holidays off. Simple IRA with employer match. **Employer-paid** dental and vision insurance along with life, long term, and short term disability insurance. Health insurance offered Jan 2022.

To apply, email cover letter, resume, and contact information for three references to Elise Schuler, Education & Events Manager, eschuler@monkgardens.org. This position will remain open until filled. Applications will be reviewed when received.

Monk Botanical Gardens is committed to creating a diverse environment and is proud to be an equal opportunity employer. We believe inclusion and diversity within our staff, board, volunteers, and visitors is essential to our success. Monk Botanical Gardens recruits, employs, trains, compensates, and promotes regardless of race, religion, color, national origin, sex, disability, age, veteran status, and other protected status as required by applicable law.