



2012 SUMMER EMPLOYMENT OPPORTUNITY

- POSITION:** Special Activities Instructor
- LOCATION:** NC Aquarium on Roanoke Island
PO Box 967, 374 Airport Road
Manteo, NC 27954
252-473-3494
www.ncaquariums.com
- DURATION:** May – September, 2012 (May be flexible)
30 – 40 hours per week
Some nights, holidays and weekend work required
- SALARY:** \$10.30 per hour
- QUALIFICATIONS:** Applicants should be articulate and have good public speaking and organizational skills. Candidates must either hold a degree or have successfully completed at least two years towards a degree in Biology, Marine Sciences, Natural Resources, Environmental Education, Parks and Rec, or a related field. Prior experience working with the public, the ability to adapt to different teaching situations, a flexible schedule, and a valid driver's license are required. CPR, first aid, teaching experience, water safety skills, experience working with children, and a working knowledge of the Outer Banks flora and fauna are preferred, but not required.
- JOB DESCRIPTION:** Special Activities at the North Carolina Aquarium on Roanoke Island are hands-on programs, which deal with a small number of participants for several hours at a time. Such programs include but are not limited to: children's summer camps, kayaking programs, crabbing classes, marine animal programs, behind the scenes tours, animal feeding programs, birthday parties, overnight programs, field trips to the beach and estuary, and other programs in the field/water. Daily requirements of the Special Activities Instructor will include teaching these programs, speaking to small groups of people of all ages, handling live animals, assembling education materials, driving a fifteen-passenger van with field trip participants, occasionally assisting with other daily program responsibilities inside the main public areas of the Aquarium, and other duties as assigned by the Special Activities Coordinator and Education Curator.
- DEADLINE:** All applications must be received by 5:00 p.m. on March 15, 2012.
- TO APPLY:** **A North Carolina State Application Form PD-107 is required**, and may be downloaded from the NC Office of State Personnel website at <http://www.osp.state.nc.us/jobs/gnrlinfo.htm>. Cover letter and resume are optional, but they will NOT take the place of the State Application PD-107 form.

Mail completed applications to:
NC Aquarium on Roanoke Island
Attn: Beth Wilcox
P.O. Box 967
Manteo, NC 27954

Contact Information:
Beth Wilcox
Special Activities Coordinator
252-473-3494, ext. 246
Beth.Wilcox@ncaquariums.com