



Environmental Youth Alliance

Job Opportunity

Job Title: Program Manager, Land-based Education

Terms: 36 hrs/wk, full-time, permanent

Start Date: Late April - Early May 2024

Salary: \$52,400 - \$56,100 (\$28-30/hr)

Benefits: 5 weeks vacation | Extended Health Benefits | 5 days paid Professional Development

Are you inspired by land-based education for equity-deserving youth? Are you a confident youth facilitator? Do you have experience managing teams and/or projects? We're looking for someone to lead our land-based education team in delivering our youth education and stewardship programs.

This role is responsible for the management, administration, and development of EYA's Nature Stewards, Peer Mentors, and Wild Mind School Field Trip programs. Program delivery responsibilities are shared amongst the Program Manager & Program Coordinators.

Responsibilities

- Manage the delivery and development of the Nature Stewards, Peer Mentors, and Wild Mind field trip programs
- Plan and facilitate multi-week land-based education programs for EYA's Peer Mentor and occasional Nature Stewards programs
- Manage program administrative tasks (waivers, communications, data tracking, etc.)
- Coordinate cross-program logistics (materials purchase, scheduling guests, lunch, etc.)
- Supervise and support a team of three program coordinators
- Manage the development of lesson plans and curricula on native plants, wildlife habitat, and environmental leadership
- Apply a trauma-informed, low barrier, and decolonial lens to programming
- Develop positive relationships with Indigenous Elders and Knowledge Keepers
- Lead the recruitment of program participants (~200 annually)
- Support the drafting of quarterly grant reports and ensure grant objectives are met
- Lead program evaluation: youth surveys, interviews, etc.
- Maintain positive relationships with community partners and support youth to connect with community resources

- Help to maintain EYA's native plant nursery, medicine gardens, and stewardship sites

Requirements

- Experience planning and facilitating programs for youth, preferably through land-based programs
- Experience supervising and supporting a small team of staff or volunteers
- Clear and open communication skills
- Able to work collaboratively with a small team
- Highly organized and a good problem solver
- Committed to doing your best work
- Class 5 or 7 driver's license or plans to obtain one
- Personal values fit with EYA mission and culture

Assets

- Knowledge of trauma-informed practice
- Knowledge of local native plants and ecology
- Experience designing curriculum and lesson plans

Don't meet every requirement? We encourage you to apply even if your past experience doesn't align perfectly. EYA honours lived experience and welcomes diverse ways of knowing.

Prioritizing applicants from equity-deserving communities

To ensure that our team represents the youth in our programs, EYA prioritizes applications from people who identify as Indigenous, Black, People of Colour, 2SLGBTQIA+, living with a disability, and folks from other equity-deserving communities. We encourage you to self-identify in your application. Your application will only be shared with the hiring team.

To support employees from equity-deserving communities, EYA provides extra paid personal days, Indigenous Peoples' Day as a paid holiday, paid staff socials to connect with coworkers, frequent check-ins, and other supports as needed.

About the organization

EYA empowers youth from equity-seeking communities to become environmental stewards. We provide land-based education and paid job training programs that integrate Western and Indigenous perspectives on land stewardship. Our work recognizes the intersection of social and environmental injustice. You'll be joining a collaborative team of caring, creative, fun, like-minded colleagues and an organization committed to decolonizing action. Find out more about our team and work: www.eya.ca

EYA operates on the unceded, shared territory of the xʷməθkʷəy̓əm (Musqueam), səliłwətał (Tsleil-Waututh), and Skwxwú7mesh (Squamish) Nations, also known as Vancouver. [Read our land honouring.](#)

Working environment

The Program Manager, Land-based Education, will be supported by the Co-Executive Director, Programs & Operations and will supervise Program Coordinators. This role interacts with youth participants, community partners, and program guests, including Indigenous Elders and Knowledge Keepers. The position requires working at EYA's programming sites during programs, including Strathcona Park and Renfrew Ravine. When not working at a program site, this role can access EYA's office in Vancouver's Chinatown, or work from home.

How to apply

E-mail a resume and cover letter to Erica Ellis, Co-Executive Director, Programs & Operations with "Program Manager application" in the subject line: jobs@eya.ca. We're not concerned about format, grammar, or traditional cover letter standards. We really just want to get to know you, how your experience aligns with the role, and why you're excited to apply. More casual written submissions are welcomed, or video/audio submissions if that is more comfortable for you.

The deadline to apply is **April 7th or until filled.**

Applications will be reviewed upon submission and interviews will be scheduled on a rolling basis, likely in Mid-April. We will respond to all candidates who apply, whether shortlisted or not. If you are shortlisted, you will be invited to a 1-1.5 hour Zoom interview with two EYA employees. You will be provided with interview questions in advance. We'll also ask for a sample lesson plan from a past experience.