



**Staten Island Zoological Society, Inc.**  
**614 Broadway, Staten island, New York 10310**

Phone: 718-442-3101  
Fax: 718-442-8492  
www.statenislandzoo.org

### **Family Engagement Coordinator**

Dedicated to its founding mission in 1936 as an education institution, the Staten Island Zoological Society remains at the forefront of weaving effective education programs into its cultural role as a place of adventure, discovery, and fun for all age groups. The Education Department develops high-quality educational programs based on current curricula and standards, including the Next Generation Science Standards, New York State Science Learning Standards, and the Common Core Standards, serving youth ages Pre-K through adult. As New York's "Biggest Little Zoo", the Staten Island Zoo showcased more than 1,200 animals nestled in a beautiful 8-acre park, reflecting more than 350 species of animals. An AZA accredited institution since 1988, the Zoo remains a leader in wildlife conservation, maintaining more than 70 endangered or threatened species and participating in the SPP and education to highlight the plight of vanishing wildlife throughout the world. Staten Island Zoo is an AZA-accredited facility with a unique collection of 1500 specimens, including approximately 60 education animals.

The Family Engagement Coordinator will be responsible for all programming intended for Urban Advantage families. They will develop, implement, and assess a plan for increasing family engagement through school-based outreach, on-site family programming, and family events. This will include the creation of new in-person and virtual programs that align with UA approaches to education, as well as marketing those programs to UA schools in the Staten Island community. They will conduct all family engagement visits at UA schools to promote UA programming as the SIZ representative. The Family Engagement Coordinator will be responsible for all aspects of planning and implementation for the annual Family Science Day event, which supports over 1,000 guests at the Zoo. Each year, they will collaborate with staff from other UA partner institutions to facilitate a Parent Coordinator workshop to train Parent Coordinators on conducting community trips to the Zoo and including the Zoo at their in-person and virtual school events. The Family Engagement Coordinator reports to the Director of Education.

Part time, 20 hour a week position, **including weekends.**

#### **Description of Duties:**

- Develop, implement and assess the institution's Family Engagement strategy in order to increase family engagement from UA schools on Staten Island.
- Collaborate with UA partner institutions to facilitate the annual Parent Coordinator Workshop.
- Develop and run the annual Family Science Day event serving UA families.
- Schedule and conduct family engagement visits to UA schools both inside and outside of school hours. This includes evening and some weekend activities.
- Evaluate UA family needs and create new family-based programming to be conducted in the Zoo, at the school, or virtually.
- Maintain communication with program participants and institutional partners.

#### **Education and Experience:**

- Possesses a BA or BS in Education or a related field.
- Experience planning and facilitating large scale events for diverse audiences.
- Understanding of inquiry-based learning theory and practice.
- Familiarity with engagement strategies for multi-age audiences.



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- Comfort with online program facilitation.
- Job-related experience such as working in a nonprofit organization, zoo, aquarium, or other information education facility preferred.
- Knowledge and experience with animal husbandry, particularly tractable program animals preferred but will train.

**Skills:**

- Organization and planning skills.
- Ability to multi-task and juggle multiple projects; time management skills and flexibility.
- Proficient in basic computer applications, word processing, excel, and internet research.
- Ability to disseminate information to large and small groups through public speaking skills.
- Able to adapt to new situations/experiences.

**Other functions and responsibilities:**

- Ability to work well with a diverse group of staff and volunteers.
- Willingness to adjust hours to accommodate the needs of the education department.
- Ability to work productively in a semi-structured environment with frequent interruptions.

**Additional Qualifications:**

- Successful completion of a background check.
- Valid state driver's license.
- Ability to occasionally lift and/or move objects up to 30 pounds.
- Covid-19 Vaccination.

**Annual salary:** Salary will commensurate with experience.

**Please submit a resume and cover letter to:**

Jessica Hartmann  
Director of Education, Staten Island Zoo  
[jhartmann@statenislandzoo.org](mailto:jhartmann@statenislandzoo.org)

**ONLY QUALIFIED APPLICANTS WILL BE CONTACTED**

**THE STATEN ISLAND ZOO IS AN EQUAL OPPORTUNITY EMPLOYER**