



El Paso County (CO)

Environmental Education/Interpretive Program

Coordinator (Part-Time) – Fountain Creek Nature Center

SALARY	\$17.46 - \$25.31 Hourly	LOCATION	El Paso County, Colorado Springs, CO
JOB TYPE	Part-Time	JOB NUMBER	2600296
DEPARTMENT	Parks Department	DIVISION	Recreation & Cultural Services
OPENING DATE	07/09/2026	CLOSING DATE	7/30/2026 11:59 PM Mountain
FLSA	Non-Exempt	HR CONTACT	Eryn Albright:
		INFORMATION	ErynAlbright@elpasoco.com

Need help with applying? Visit our Talent Acquisition page [here](#) for application guidance and resources.

VISION

El Paso County will be a trusted regional leader known for excellence in county service delivery.

PURPOSE

We provide essential public services to the Pikes Peak Region in support of our residents, businesses, and communities, enhancing the freedom for all to thrive.

VALUES

Service Focused • Collaborative • Accountable • Trustworthy • Transparent

Job Summary

Interpretive Program Coordinator (Part-Time) – Fountain Creek Nature Center

Bring your love of nature and passion for inspiring others to life! El Paso County's Fountain Creek Nature Center is looking for a creative and enthusiastic Environmental Education/Interpretive Program Coordinator who enjoys inspiring curiosity and connection with the natural world.

In this role, you'll design and lead interactive educational programs and guided hikes for visitors of all ages, with a special focus on engaging and inspiring children. You'll help foster a lifelong love of nature through outdoor exploration, creative activities, and meaningful learning experiences.

You'll also assist in developing interpretive exhibits, support special events, and provide welcoming customer service to ensure every visitor feels connected and inspired.

We're seeking someone who is energetic, organized, and passionate about environmental education. The ideal candidate enjoys sharing knowledge, leading groups, and helping children discover the beauty and wonder of the

outdoors.

If you're driven by curiosity, creativity, and a desire to make a positive impact on the next generation, join our team and help inspire the community through nature and discovery at Fountain Creek Nature Center.

Hiring Rate: \$18.00 - \$19.00 hourly.

The anticipated work schedule is an average of 25 hours per week between Tuesday through Saturday between 8:00 AM - 4:30 PM. This position may require work on days and evenings outside of the regular schedule; some flexibility is required based on department needs and opportunities.

Please be advised this position may close without advance notice, should we receive a sufficient number of qualified applications.

This position assists in providing interpretive services at El Paso County Regional Parks, such as Bear Creek Nature Center or Fountain Creek Nature Center, to promote public understanding, enjoyment, and appreciation of natural areas, interpretive programs, and parks; ensures visitors adhere to park regulations. May perform light park maintenance. Employment is subject to the terms, conditions, and policies detailed in the Personnel Policies Manual (PPM). This position requires regular in-person presence as an essential job function.

Essential Duties/Responsibilities

- Provides customer and public information services, including orientation to the public regarding nature programs, regional parks, and trails; greets visitors, answers inquiries, makes and receives phone calls, and directs inquiries to the appropriate location or individual(s).
- Leads and takes visitors on information and educational guided group hikes.
- Leads and assists with staff or volunteer-led interpretive programs and presentations.
- Assists with various special projects/events on behalf of the Recreation & Cultural Services Division.
- Assists in the maintenance of displays and exhibits and other nature center facilities, equipment, and materials.
- Researches, designs, develops, and assembles interpretive exhibits, programs, media, and materials.
- Leads programs for a wide variety of audiences, from toddlers to adults.
- Leads Environmental Education programs for elementary and middle school students. Assists with the organization and presentation of nature day camps.
- Works cooperatively with nature center staff to accomplish the goals and mission of the nature center. Uses generally accepted interpretation techniques.
- Provides general administrative support as needed.
- As assigned, performs light maintenance, such as grounds and building maintenance, trash collection, paint removal, and sign replacement.
- May oversee the donation collection process
- Performs other duties as required.

Supervision Exercised: This classification does not have supervisory authority and requires no supervision or direction of others.

Supervision Received: Receives intermittent supervision. This classification normally performs the job by following established standard operating procedures and/or policies. Regular direction, guidance, and coaching from supervisor is expected. There is a choice of the appropriate procedure or policy to apply to duties. Performance reviewed periodically.

Qualifications

Knowledge, Skills & Abilities

- Knowledge of regional natural and cultural history, interpretive principles, media, and techniques.
- Strong understanding of the professional commitment to the position and the nature centers.

- Must possess excellent verbal and written communication skills.
- Demonstrates a positive, 'can-do' attitude. Ability to provide excellent customer service.
- Ability to exercise sound judgment. Must be organized and able to manage multiple priorities.
- Ability to stimulate an interest in nature centers and the County parks system.
- Ability to work independently on projects and programs and attain desired results.
- Ability to communicate and work effectively with co-workers, volunteers, community organizations, school children, and the public.
- Ability to encourage and facilitate teamwork; ability to build strong teams among a variety of stakeholders.
- Ability to use various computer programs, including word processing, databases, and desktop publishing software; MS Office proficiency preferred.
- Must be able to operate a variety of standard office equipment, including multi-line telephone, computer, printer, and copier.
- Maintain regular and punctual attendance.

Required Education & Experience

- High school diploma or equivalent education.
- Six months of experience related experience, such as work with interpretive/environmental education programs.
 - Associate's degree or higher in a related field may substitute for the required experience.

Licenses/Certificates

- Must possess and maintain a valid driver's license.

Pre-Employment Requirements

- Must pass conditional post offer background investigation, motor vehicle record check, and drug screen.

Work Conditions

Duties are performed in an office environment, nature center environment, and outside in the field. Position requires standing, walking, and hiking for extended periods of time; must be able to navigate uneven terrain and steep slopes, potentially in inclement weather. May be required to occasionally safely lift and carry up to 30 pounds. This position may require work on Saturdays and occasional evenings; some flexibility is required based on Regional Park or Nature Center needs and opportunities. This is a part-time position regularly working up to 25 hours per week.

The classification specification above is intended to describe the general nature of work, key responsibilities, and minimum qualifications. Minimum qualifications reflect the baseline experience required for the classification. Departments may establish additional or preferred qualifications to address operational needs, assignment complexity, and specialized functions, provided such qualifications are job-related, consistent with the intent of the classification, and as approved by the Human Resources department. Specific job assignments, duties, education, experience, licenses/certifications, and working conditions may vary based on the department or office's needs and the requirements of the assigned position. Changes to this classification specification may only be made by the Human Resources Department.

El Paso County is an E-Verify and Equal Opportunity Employer.

El Paso County adheres to Federal drug screening guidelines and requires a pre-employment drug screen.

Address

Park Headquarters
2002 Creek Crossing
Colorado Springs, Colorado, 80905

Website

<https://communityservices.elpasoco.com/>

Environmental Education/Interpretive Program Coordinator (Part-Time) – Fountain Creek Nature Center Supplemental Questionnaire

***QUESTION 1**

How did you learn of this position?

- ☐ I am currently employed by EPC
- ☐ El Paso County Website
- ☐ Indeed.com
- ☐ Employee Referral
- ☐ Social Media (Twitter/Facebook)
- ☐ LinkedIn
- ☐ University/College Career Site
- ☐ Industry-specific Career Site
- ☐ Professional Membership Career Site
- ☐ Career Fair
- ☐ Other

***QUESTION 2**

Please select your highest level of education.

- ☐ High school diploma or equivalent education
- ☐ Associate's degree or higher
- ☐ None of the above

***QUESTION 3**

Please specify your degree and field of study. If not applicable, please put N/A.

***QUESTION 4**

Do you have at least six months of related experience, such as work with interpretive/environmental education programs?

- ☐ Yes
- ☐ No

***QUESTION 5**

Please explain your knowledge of regional natural and cultural history, interpretive principles, media, and techniques, as it relates to this position. Applicants are expected to provide detailed responses. References such as “see résumé” do not demonstrate the required experience and may result in disqualification. If you do not have applicable experience, you may indicate “N/A.”

***QUESTION 6**

What specific skills or techniques did you develop working with environmental education/interpretive programs?

***QUESTION 7**

Are you a Certified Interpretive Guide (CIG) through the National Association of Interpretation (NAI)?

☐ Yes

☐ No

***QUESTION 8**

Do you have a valid driver's license?

☐ Yes

☐ No

***QUESTION 9**

This position will require work an average of 25 hours per week between Tuesday through Saturday, 8:00 AM – 4:30 PM. Flexibility will be required based on department need. Does this work for you?

☐ Yes

☐ No

***QUESTION 10**

Duties are performed in an office environment, nature center environment, and outside in the field. Position requires standing, walking, and hiking for extended periods of time; must be able to navigate uneven terrain and steep slopes, potentially in inclement weather. May be required to occasionally safely lift and carry up to 30 pounds. This position may require work on Saturdays and occasional evenings; some flexibility is required based on Regional Park or Nature Center needs and opportunities. This is a part-time position regularly working up to 25 hours per week. Are you able to work under the specified work conditions described?

☐ Yes

☐ No

***QUESTION 11**

Have you read, and do you accept the work conditions as outlined in the job posting?

☐ Yes

☐ No

* Required Question