



**Position Title: School Programs Volunteer**

**Department: Education**

Come join a team dedicated to the [Academy's mission, vision and values!](#) Currently, the Academy has a [new strategic plan](#) including three initiatives – *Hope for Reefs*, *Thriving California*, and *Islands 2030* – that leverage biodiversity science, environmental learning, and collaborative engagement to regenerate fragile ecosystems around the world. Learn more at <https://www.calacademy.org/about-us/major-initiatives>.

We hope you are inspired by what we do and are excited to contribute to our mission. The Academy is looking for candidates who do great work, and we know they may come from a number of different backgrounds and experiences. We encourage you to apply even if you do not believe you meet every one of the qualifications for the position.

All volunteers are required to have up-to-date COVID-19 vaccination, including receiving a booster shot, as a condition of service, absent qualifying exemptions in accordance with applicable laws. Applicants selected to join the volunteer community at the California Academy of Sciences will be provided the full text of the vaccination policy.

**POSITION SUMMARY:**

School Programs Volunteers at the California Academy of Sciences assist in field trip experiences for students in kindergarten - 5th grade in the [Rock Fund Program](#). Field trips are led by staff on the Student Education team, and provide equitable access for all of San Francisco Elementary Schools. Programs take place in the museum classrooms and outside in Golden Gate Park. We are passionate about including students of all abilities, backgrounds, and identities. Field trips are multilingual, culturally relevant, and inclusive.

*We are committed to ensuring diversity, equity, accessibility, and inclusion are intrinsic to Academy culture and operations, from recruitment and retention to science and advocacy. Explore [Our Commitment to Racial Equity](#) to learn about our intentional engagement of traditionally excluded groups in an effort to spark interest in or foster pathways to scientific careers.*

**REQUIRED COMMITMENT:**

Applicants must be available at least **one day per week** (Monday-Thursday) from 9:00am-1:15pm during the school year from **September - December** and/or **January-May**. Participation is encouraged at occasional group training sessions.

To see if this role is currently available and apply now, check the [Volunteer Application](#).

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Reasonable accommodations may be made to enable persons with disabilities to perform the essential



functions. Volunteers in this role will do the following:

- Assist education staff in teaching field trip activities in the museum classrooms and outdoors in Golden Gate Park
- Prepare and maintain supplies, educational materials, classrooms and work spaces
- Participate in and contribute feedback and reflections on program curriculum and structure
- Follow all Academy safety regulations
- Other duties as required

### **QUALIFICATIONS:**

The qualifications listed below are representative of the knowledge, skill, and/or ability required or preferred.

### **EDUCATION and/or EXPERIENCE:**

A qualified candidate will possess a combination of the following education and/or equivalent experience:

- Be 18 years of age or older
- Interest in informal science education or a formal classroom preferred
- All volunteers are required to have up-to-date COVID-19 vaccination, including receiving a booster shot, as a condition of service, absent qualifying exemptions in accordance with applicable laws. More details can be provided upon request.

### **SKILLS AND ABILITIES:**

- Comfortable speaking with groups elementary school students and their chaperones
- Humility: openness to new ideas and flexibility to adjust to various peoples' needs in the classroom and workspace
- Proficiency in Spanish, Cantonese, or Mandarin is desirable, but not required
- Willingness to abide by current health and safety protocols

### **WORK ENVIRONMENT:**

The physical demands and work environment described here are representative of those that must be met by a volunteer to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the volunteer is frequently required to talk, hear and tolerate high levels of noise.

**The California Academy of Sciences will give full consideration for employment to all qualified applicants with criminal histories in a manner consistent with the requirements of the [San Francisco Fair Chance Ordinance](#) (SF Police Code, Article 49).**

**The California Academy of Sciences is an Equal Opportunity Employer and is committed to ensure that all employees and applicants receive equal consideration and treatment, regardless of race,**



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color, creed, gender (including gender identity or gender expression), religion, marital or domestic partner status, age, place of birth, national origin or ancestry, physical, mental or medical disability, height or weight, sex, sexual orientation, citizenship, military service status, veteran status, or any other characteristic protected by state or federal law or local ordinance.