

**Xerces Ambassador  
Outreach Educator Volunteer  
Position Description**

**General Description**

Xerces Ambassadors use a variety of skills to motivate and inspire communities and individuals to take action to protect wildlife through the conservation of invertebrates and their habitats. Xerces Ambassadors act as the face of the Xerces Society. They exemplify a passion for invertebrates and use sound science when speaking about conservation.

The Outreach Educator engages and inspires the public by using interpretive techniques to make meaningful connections between urbanites and invertebrate conservation.

**Duties**

- Present the Xerces Outreach Kit at community events, schools, farmers markets, and other appropriate venues.
- Use interpretive techniques to connect visitors to invertebrates and their habitats.
- Engage participants with the mission of the Xerces Society.
- Inspire and motivate visitors to participate in Xerces activities such as Bumble Bee Watch and the PNW Bumble Bee Atlas, sign the Pollinator Protection Pledge, and take part in workshops.
- If appropriate, promote membership and/or the purchase of Xerces publications.

*General Duties*

- Represent the Xerces Society in an accurate, respectful, and positive manner.
- Prepare for activities by utilizing training tools and materials.
- Carry out activities with the applicable background knowledge, confidence, and enthusiasm.
- Be well organized and punctual, and reach out if assistance or help is needed.
- Use the online volunteer management system to sign up for activities, report hours, and complete the accompanying feedback questions.
- Contact the Volunteer Coordinator for suggestions or requested volunteer activities.
- Be comfortable with and act in an appropriate and respectful manner when interacting with people of all ages, backgrounds, and ethnicities.

- Notify the Volunteer Coordinator if any immediate issues arise.
- In case of an emergency, call 911.

### **Qualifications**

- *Education, experience, or training in interpretation or education.*
- A passion for invertebrate conservation, particularly for pollinators.
- A desire to enthusiastically represent and share the Xerces Society's mission with the public.
- Capable of communicating and interacting in a respectful and inclusive manner to people of all ages, backgrounds, and ethnicities.
- Strong oral communication skills.
- Xerces Ambassadors must be 18 years of age or older. Youth ages 10 to 17 years old may volunteer, but must be accompanied by an adult.
- Volunteers must wear their provided Xerces clothing and nametag.
- Volunteers need to have access to transportation; Xerces is unable to provide volunteers transportation.

### **Training**

- *Volunteer Orientation including online videos and readings*
- *All-day training in the Portland office*
  - o *Interpretive Skills training*
  - o *Xerces Outreach Kit training*
  - o *Volunteer program logistics*
- *Ongoing training, including workshops, webinars, etc.*

### **Physical Environment**

- Standing for up to 8 hours.
- Walking and sitting indoors in a climate controlled environment.
- Working outdoors in weather that is variable and can range from sub-freezing to over 100 degrees. Weather may be windy or rainy.
- Locations may be crowded and loud.
- Driving private vehicles or taking public transportation to various locations.
- Lifting and carrying boxes and other supplies up to 40 pounds.