



DEPARTMENT OF

# ARTS BUSINESS AND CULTURE

## Educator

**Salary:** \$15/HR

**Type:** Standby - as needed

**Benefits:** None

**Date Posted:** 5/8/25

### About ABCD

The Arts, Business, & Culture Department is responsible for fostering Salisbury's thriving economic climate through supporting business, expanding economic opportunity, promoting artistic expression, hosting unique experiences, and maintaining regional attractions such as the Salisbury Zoo and Poplar Hill Mansion. By producing signature events, facilitating business incentives, and collaborating with stakeholders, this department strives to make Salisbury a place where arts, business, and culture intersect and flourish.

### Profile

Educators assist the Education Curator and Education Technician with educational programming on and off site, administrative duties, ambassador animal care and enrichment, conservation initiatives and facility maintenance. Also assists Education Curator and Development Supervisor with zoo events. Performs other duties as assigned. This position is standby (as-needed), no guaranteed hours. Weekend, holiday, and evening work may be required for some special events and programs.

### Education

- High School Diploma/GED required
- Preference will be given to candidates seeking a career in education, biology, or a related field.

### Experience

- One year of experience working with animals or equivalent training, education, and/or experience preferred.
- Knowledge of zoological policies and practices regarding safe animal care/handling and exhibit maintenance, or experience in teaching/working with children preferred.

### Requirements/Certifications

- Work requires considerable physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time.
- May require working in adverse weather conditions.
- Valid driver's license preferred.

### How to Apply

**1** Visit [salisbury.md/apply](http://salisbury.md/apply)

**2** Submit City application, cover letter, and resume

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

Jobs will be posted for a minimum of 2 weeks.

# City of Salisbury, MD

## Classification Description

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Classification Title: Educator

Grade: Part-Time (Stand-by, as needed)

Department: Arts, Business and Culture Department (ABCD)

FLSA Status: NE

Date: 5/7/25

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**Position Profile:** Assists the Education Curator and Education Technician with educational programming, administrative duties, ambassador animal care and enrichment, conservation initiatives and facility maintenance. Also assists Education Curator and Development Supervisor with zoo events. Performs other duties as assigned. This position is standby and as needed, no guaranteed hours.

### **Duties and Responsibilities**

**Administration/Department Administration:** Holds self-accountable for assigned responsibilities; sees tasks through to completion in a timely manner.

- Animal Welfare: Will work with animal care staff for the overall well-being of the animal collection.
- Prepare diets for ambassador animals.
- Clean designated ambassador animal holding areas.
- Observe animals for odd behavior or illness.
- Complete designated trainings for handling ambassador animals for programs and care purposes.
- Perform behavior enrichment activities for animals as directed.
- Assist in animal training programs.
- Keep Education Curator and Education Technician informed of unusual or detrimental exhibit conditions.

**Skills Proficiency/Strategic Planning:** Skillful in use of tools, hardware, software, and equipment.

- Assists with facility maintenance as needed.
- Demonstrates ability to safely and efficiently utilize basic hand tools.
- If over the age of 21, follow given city instructions on driving city vehicles.
- Performs other duties as assigned.

**Leadership/Team Leader:** Acts a role model and peer leader among his teammates and colleagues.

- Work with Education Department staff which consists of Education Curator, Education Technician, AmeriCorps Member, Docents, and other educators.

- Assists with the training of new Docents, interns, and part time staff in following zoo animal care protocols and educational programming procedures.
- Works with the Zoo team outside of the Education Department, which consists of Zoo Director, Animal Care Technicians, Groundskeepers, Registrar, Veterinarian team, Development Supervisor and Office Administrator.
- Collaborate with ABCD special events team for large zoo and city events.
- Collaborates with the teams of other City departments and stakeholder groups.

**Stewardship:** Safeguards equipment, supplies and material.

- Prepares for and implement zoo educational programming on and off-site including animal presentations, event displays, classroom programming, birthday parties, zoo camp, and all other educational opportunities;
- Promote conservation to all zoo guests and at all educational programs;
- Promotes and educates guests on how important the zoo is and its relation to the city and the zoological industry;
- Observes the animal collection and be able to interpret what they observe;
- Work closely with the education department, animal care staff, veterinary team and maintenance staff.

**Development/Leadership Development:** Participate in opportunities to earn or maintain professional credentials and certifications.

- Attend opportunities and/or training for department staff to engage in professional development, career advancement and other City initiatives to improve interdepartmental relations, and increase the department's effectiveness and efficiency in serving the general public.
- Works on improving leadership skills by attending relevant meetings and trainings.

#### **Performance Expectations**

- **Communication:** Articulates thoughts and ideas clearly and effectively to exchange information. Listens to others and provides useful feedback.
- **Work Ethic:** Demonstrates personal accountability, effective work habits, integrity and ethical behavior.
- **Teamwork:** Works well as a part of a team through respectful and collaborative relationships with colleagues, customers, affiliates and stakeholder groups.
- **Problem Solving:** Improves, designs, refines, finds and invents criteria in order to resolve problems. This combines creative and critical thinking.
- **Initiative:** Takes charge before others do and/or without being instructed.

#### **Required Knowledge, Skills, and Abilities:**

- Working knowledge of City policies and procedures preferred.
- Act as a representative of the City of Salisbury to the public.
- Knowledge of zoological policies and practices regarding animal care and exhibit maintenance.
- Effectively communicate with the public courteously and tactfully at all times.

- Effectively communicate and maintain effective working relationships with other staff members and members of the public.
- Knowledge of animal diet requirements.
- Knowledge of safe animal handling procedures.
- Follow written and oral instructions.
- Effectively prioritize and multitask with attention to detail.

#### **Education and Experience**

- Highschool Diploma or G.E.D; Preference will be given to candidates seeking a career in education, biology, or a related field.
- Experience in teaching/working with children.
- One year of experience working with animals; or equivalent training, education, and/or experience preferred.
- Driver's license preferred.
- Weekends required, occasional evenings required for special events. Must be willing to participate in special events on and off zoo grounds.

#### **Physical Requirements**

Work requires considerable physical effort in the handling of materials up to 80 pounds and/or continual standing or walking 60%+ of the time. Must be willing to work outside in all weather conditions.

The work involves risks or discomforts which require special safety precautions, e.g., working with animals, equipment and machinery and observance of traffic signals when driving. May require working in adverse weather conditions.

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The above job description is not intended as, nor should it be construed as, exhaustive of all responsibilities, skills, efforts, or working conditions associated with this job.

Reasonable accommodations may be made to enable qualified individuals with disabilities to perform the essential functions of this job.