

## **Head of *Freshwater Forum***

The Cranbrook Educational Community is one of the world's leading centers of education, science, and art. Comprising a graduate Academy of Art, contemporary Art Museum, House and Gardens, Institute of Science, and Pre-K through 12 independent college preparatory Schools, Cranbrook welcomes thousands of visitors and students to its campus each year. Critics have called Cranbrook "the most enchanted and enchanting setting in America" and in 1989, it was designated a National Historic Landmark. The campus is located in Bloomfield Hills, Michigan, about 20 miles north of Detroit. For more, please visit our website: [www.cranbrook.edu](http://www.cranbrook.edu).

The **Head of the *Freshwater Forum*** will oversee all aspects of *Forum's* activities including developments and delivery of content for the Institute's educational programs, exhibitions, research, and stakeholder engagement. The Head will also serve as senior staff at the Institute and the lead fundraiser for the Forum's activities, in cooperation with the other senior staff of the Cranbrook Institute of Science. This position will be the public face of the *Freshwater Forum* throughout the region and statewide. Comfort and skill in public speaking is important, as is the ability to connect with diverse audiences and donors. The position will also serve to coordinate and manage scheduling and maintaining relationships with a wide range of schools where much of the Forum's outreach programs are delivered.

### **Responsibilities include, but are not limited to:**

- Envision, develop, and implement a broad set of new public education programs, including for-pay experiences
- Envision, develop, and implement a series of stakeholder convening opportunities, in line with the Forum's strategic plan
- Evolve tailored state-of-the-art curriculum and associated digital and written resources for K-12 learners related to watershed and Great Lakes environmental issues
- Seek funding and cultivate revenue streams for the Forum's activities
- Assist the CIS Development Department in sponsorship updates and reporting requirements
- Present programs to public and school audiences, which can include periodic overnight travel throughout Michigan
- Train education staff members and volunteers for program delivery and content knowledge
- Contribute to the Institute's annual Science Lecture Series in the form of identification and recruitment of speakers related to watershed and Great Lakes issues
- Coordinate and manage the Institute's annual "Waterfest" program

- Represent the Freshwater Forum at local and regional meetings of watershed policy makers, advocates, and potential donors
- Participate in the development and implementation of a marketing plan related to the Forum's Great Lakes programs
- Participate in the development and implementation of appropriate evaluation tools for the evaluation of the Forum's success
- Responsible for managing upkeep of Cranbrook vehicle maintenance related to Freshwater Forum travel
- Assist with coordination and oversight of summer camp activities including development and facilitation of Freshwater Forum ecology-related camps
- Other duties as assigned.

**Requirements:**

- Documented completion of an undergraduate degree in environmental education or a related life science field
- An academic and/or service record reflective of scholarly achievement or advocacy for watershed and Great Lakes issues including education, policy, and economic sectors
- A minimum of five years of experience developing and presenting science content and integrated research results to diverse public audiences in a school, museum, and/or institution of higher learning
- A demonstrated record of success in grant writing and fundraising for environmental causes and advocacy
- Documented understanding and success relating to, and interfacing with, citizen advocacy groups, particularly those of a grass roots nature
- An understanding of, and a keen interest in, existing statewide initiatives related to water ecology, hydrology, aquatic ecology, watershed studies or Great Lakes policy
- A knowledge of, and connections to, decision-makers in Michigan's local, regional, and statewide ongoing freshwater dialogue.
- A detailed understanding of the State of Michigan Grade Level Content Expectations for k-12 student curriculums, for ecology/life science benchmarks particularly as relates to outcomes for the State of Michigan's annual MEAP testing in school districts and public school academies
- Strong organizational skills
- Demonstrated portfolio or proficiency in creating effective and highly engaging presentation and materials
- Must be goal oriented, have a demonstrated ability to work independently and to drive program success
- A valid Michigan driver's license with satisfactory driving record is required.

Cranbrook offers competitive compensation and benefits that include medical, dental, life insurance, long-term and short-term disability, and retirement program with employer match. We also offer generous paid time off, 11 paid holidays and 3 optional holidays, employee discounts, and a unique environment in an educational setting that values collaboration.

For consideration, please visit the employment section of our website for instructions on completing and submitting an application, resume, and cover letter **(please note that a fully completed employment application is required for consideration)**: [www.cranbrook.edu/employment](http://www.cranbrook.edu/employment)