Title: Educator
Location: The Hooper Institute, 165 Prospect Hill Rd Walpole NH

About the Hooper Institute

The Hooper Institute is a community based organization dedicated to providing learning opportunities to enjoy and protect the natural environment. Founded in 1926 from the wills of George and Mary Hooper, our programs are rooted in teaching agriculture, botany, soils, forestry, and environmental science in the Town of Walpole NH. Through educational programs, community events, partnerships, and hands-on experiences, we connect people with the natural world and provide opportunities for people of all ages to learn, participate, and build connections. We are proud to work alongside local schools, community organizations, volunteers, and the Town to bring our mission to life throughout our community.

The Hooper Institute is funded by the Hooper Trust, and overseen by the Board of Directors and Hooper Trustees.

Job Summary:

The Educator is responsible for supporting and delivering the educational programming of the Hooper Institute. This position works closely with the Director, Walpole schools, the Board of Directors, and community members to plan and facilitate engaging educational programs. The Educator plays a primary role in providing agricultural and environmental education in the Walpole schools, camps, and community programs, as well as working with the Director for fundraising and other organizational activities.

Supervision Received:

Reports to the Executive Director of the Hooper Institute

Essential Responsibilities:

- Teach agriculture, botany, soils, forestry, and environmental science in the Walpole schools.
- Develop and deliver engaging, age-appropriate lessons and activities in collaboration with classroom teachers.
- Coordinate with the Director to plan and facilitate Hooper Camp for children entering grades 1-8.
- Grow, maintain, and use school gardens as educational resources in collaboration with students and school staff.
- Build positive working relationships with teachers, school staff, and administration, community members, and Hooper Institute staff.
- Co-plan, prepare, and facilitate Hooper Institute special events, programs, and activities.
- Actively participate in grant writing and fundraising efforts in collaboration with the Friends of the Hooper Institute.
- Work collaboratively with the Board of Directors, including attending monthly meetings, participating in subcommittees, and preparing monthly educator reports.
- Engage with local organizations to form potential partnerships and collaborative programming.
- Perform other duties and responsibilities as assigned.

Additional Responsibilities:

- Assist with organizational marketing, communications, and social media.
- Support the Hooper High School Work Program by helping engage and mentor participating students.
- Facilitate additional community programs/workshops in alignment with strategic priorities and community need,
- Assist with stewardship of the forest and facilities, including supporting forest management efforts and exploring opportunities for future forest-based programming.

Experience:

A Bachelor Degree or higher, preferably in education, environmental science, agriculture or botany.
Teaching experience with the ability to work with children and adults in a variety of indoor and outdoor settings
Driver's License required.

Required Skills:
Excellent communication skills.
Ability to develop curriculum for children in agriculture, botany, forestry, soils and environmental science.
Organizational skills and creativity are essential.
High energy and flexibility.

Other:
References and background check required.

Preferred Qualifications:
Experience with grant writing.
Previous experience working in a camp setting.
Experience with classroom management, group dynamics, creating positive learning environments, and supporting a range of student needs.
Experience coordinating programs or events.
Experience developing hands-on, experiential learning activities.
Experience with school gardens, gardening, or growing food.

Schedule and Hours
Schedule: Schedule will vary on a weekly basis depending on program needs and seasons. Occasional weekend and evening hours are required. Opportunity for occasional remote work.
Hours: This is a full time position. Expected working hours are 35 to 40 hours per week.

Compensation and Benefits
Compensation: $22-25 an hour, commensurate with experience.
Benefits: This position includes vacation time, sick time, personal time, health and dental insurance, retirement stipend, paid holidays, mileage reimbursement for program related travel, and opportunities and support for professional development related to the position and the organization's educational mission.

Physical Requirements:
Position requires driving from the Institute to the schools, local farms, and camp locations, ability to lift 25 lbs., walk trails with children/participants, and care for seasonal school gardens.

Equal Opportunity Statement
The Hooper Institute is a welcoming and inclusive organization dedicated to creating a workplace where everyone feels valued, supported, and motivated to make a difference. The Hooper Institute is committed to a policy of equal employment opportunity to all persons based on individual merit, competence and the Hooper Institute's need. The Hooper Institute will not discriminate against employees or applicants for employment on any legally recognized basis including, but not limited to: veteran status, marital status, physical or mental disability, age, race, color, religion, sex, sexual orientation, pregnancy, or national origin. This policy applies to all terms and conditions of employment including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, and leaves of absence, compensation, and training.

Employment with the Hooper Institute is at will.

To Apply:
Please submit a cover letter and resume outlining your experience, qualifications, and skills to hooper.director@gmail.com. Include the position title "Educator" in the subject heading.

Applications will be accepted on a rolling basis until the position is filled. Interviews are anticipated to begin the week of December 14, 2026. Early applications are encouraged. We are targeting a start date of January/February 2027, with flexibility based on the selected candidate's availability.