Position: Humane Education Coordinator
Classification: Regular Full-time (Non-exempt)
Reports to: Senior Manager of Education & Advocacy

The Humane Education Coordinator is responsible for executing all educational events to promote compassion in the next generation and motivate the public to actively engage with our mission of ending animal cruelty. The Humane Education Coordinator reports to the Senior Manager of Education & Advocacy. The successful candidate for this position will be a skilled communicator who can organize motivational events and campaigns, with an emphasis on promoting compassionate vegan living.

Responsibilities include, but are not limited to:

- Optimize programming and coordinate all logistics associated with the Humane Education program, including youth field trips and classroom visits as well as volunteer scheduling and training
- Optimize programming and coordinate all logistics for the organization’s education-focused events, including public tours, educational panels, Thanksgiving for the Turkeys, and Plant Strong
- Ensure key educational components (talking points, etc.) are successfully incorporated into all volunteer and cooking class events.
- Ensure the visitor experience at the sanctuary is optimized including the oversight of all talking points, signage, handouts, iAnimal and vegan sampling initiatives.
- Grow organization’s presence within the Greater Seattle Area’s vegan community through events, activism, and networking opportunities.
- Provide support for all advocacy and legislation efforts
- Coordinate with Communications team to maximize use of external communication channels in support of educational events, including web; print; traditional and social media; determining the optimal mix of channel use.

Qualifications:
The successful candidate for the Humane Education Coordinator will bring the following personal and professional qualifications:

- AS or BA degree preferred
- A true “people person” who is able to connect with people of all ages – from preschoolers to seniors – in both small settings and large group forums
- Must be highly organized and able to scale new ideas across multiple platforms
- Must be proficient in Microsoft Office products (Word, Excel); and be highly confident in ability to learn new software applications
• Strong personal and professional integrity;
• Outstanding written and verbal communication skills;
• Proven experience dealing with public-facing audiences
• Work successfully with a variety of different skill sets and personalities;
• Be able to maintain a positive, professional attitude in challenging situations;
• Personal interest in and knowledge of animal rights, animal welfare, and veganism strongly preferred; professional experience in these areas is a plus

Job Specifications
• Full time (40 hours per week), hourly position
• Ability to work from home – during Pandemic
• This is a Tuesday through Saturday position
• The position is located near Sultan, WA
• Flexibility for evening and weekend hours as needed
• Some local travel required
• Pay commensurate with experience

To apply - please submit a resume and cover letter, including salary requirements to: HumanResources@PasadoSafehaven.org