



**Education Director  
Ed Pro 5-Ed Ops/Admin  
The Raptor Center  
University of Minnesota College of Veterinary Medicine**

**Program/Unit description:** Established in 1974 as part of the University of Minnesota College of Veterinary Medicine, The Raptor Center (TRC) is first and foremost a hospital for ill and injured raptors, caring for over 1,000 birds annually. As an internationally renowned veterinary teaching hospital, TRC trains students and professionals from around the world to become future leaders in raptor medicine and conservation. In addition, TRC has a substantial education and outreach program to educate and inspire the public. Through the use of raptor ambassador birds, TRC's education team uses innovative methods to reach over 100,000 people annually through a variety of programming at on and off-site venues and through virtual technology <https://www.raptor.umn.edu/>. All of this work is done with the assistance of a cohort of more than 300 volunteers.

**Background:** Public outreach is one of the four core pillars of TRC's mission. Each year, the education department engages approximately 100,000 individuals, with a strong focus on K–12 audiences. Through this work, we offer Minnesota's diverse communities a unique window into the fascinating world of raptors, the challenges they encounter, and the steps we can take to support their survival and the habitats we share. These goals are accomplished through engaging onsite and offsite outreach programs designed to educate, inspire, and captivate the public.

**Position description:** We're seeking an adaptive, forward-thinking leader who thrives on developing people, programs, and partnerships—and who recognizes the power of ambassador animals to elevate environmental education and deepen public engagement. The Education Director serves as a vital leader within The Raptor Center (TRC), providing strategic direction, oversight, and guidance for the education department and its core programs. This role presents a unique opportunity to shape and strengthen high-impact programming and partnerships that engage both long-standing and new audiences from diverse backgrounds. In addition to leading the development and execution of the department's educational strategy, the Education Director oversees all administrative functions, ensuring strong leadership for a team of 5–6 full-time staff (including education naturalists and a curator of ambassador raptors), part-time staff, and a dedicated group of 30–40 volunteers. This position will report directly to TRC's Interim Executive Director.

**Essential Duties:**

**Department leadership and operations (55%):**

- Serve on the TRC leadership team
- In collaboration with internal and external partners, create and implement a short-term and long-term strategic vision for the education department
- Perform supervisory duties of staff to include directing activities, scheduling, mentoring, performance, management, and hiring
- Manage the complex scheduling of staff and outreach programs
- Work with TRC leadership to manage the education department budget and administrative functions
- Modify practices and procedures to improve department efficiency and quality

**(612) 624-4745**

**[raptor@umn.edu](mailto:raptor@umn.edu)**

**[www.raptor.umn.edu](http://www.raptor.umn.edu)**

**Partnership and education program development and implementation (35%):**

- Lead education partnership development and network expansion with internal and external stakeholders and partners, including working with K-12 educators
- Lead the team in planning, development, and implementing educational programming and curriculum for both onsite and offsite programming
- Oversee the management and implementation of medium-sized grant-funded program initiatives and work to help identify new opportunities

**Professional training (5%):**

- Lead the team on developing, maintaining, and implementing instructional programs, professional workshops, and online trainings on the care and management of ambassador raptors

**Other duties as assigned (5%)**

**Pay Range:** \$63,453 - \$72,000; depending on education/qualifications/experience

**Time Appointment:** 75%-100% Appointment

**Work days:** Monday - Friday, 8:00am to 4:30pm

**Position Type:** P&A Staff

Please visit the [Office of Human Resources](#) website for more information regarding benefit eligibility.

**Minimum Qualifications:**

- BA/BS in a relevant field with a minimum of 6 years post-degree experience leading and supervising education teams or advanced degree and 4 year's experience leading and supervising education teams
- Experience working with volunteers
- Experience in planning, leading, and coordinating environmental education
- Excellent organizational, communication, and customer service skills
- Proficiency in Microsoft Office (Word, Excel, Power point); ability to create reports and Presentations

**Preferred Qualifications:**

- Experience in developing sustainable partnerships with internal and external partners
- Experience in grant writing and management
- Knowledge of raptor behavior, ecology, or other related fields

**How to Apply:**

Applications must be submitted online. To submit an application, click here or go to:

<https://humanresources.umn.edu/jobs>. Search for the job by its title. At the bottom of the posting click the Apply button and follow the instructions. You will be given the opportunity to complete an online application for the position and attach a required cover letter and resume. Applications will be reviewed until a candidate has been selected

Additional documents may be attached after the application is completed by accessing your "My Activities" page and uploading documents there.



To request an accommodation during the application process, please e-mail [employ@umn.edu](mailto:employ@umn.edu) or call (612) 624-UOHR (8647).

**The University offers a comprehensive benefits package that includes:**

- Competitive wages, paid holidays, and generous time off
- Continuous learning opportunities through professional training and degree-seeking programs supported by the Regents Tuition Benefit Program
- Low-cost medical, dental, and pharmacy plans
- Healthcare and dependent care flexible spending accounts
- University HSA contributions
- Disability and employer-paid life insurance
- Employee wellbeing program
- Excellent retirement plans with employer contribution
- Public Service Loan Forgiveness (PSLF) opportunity
- Financial counseling services
- Employee Assistance Program with eight sessions of counseling at no cost
- Employee Transit Pass with free or reduced rates in the Twin Cities metro area

**Diversity**

The University recognizes and values the importance of diversity and inclusion in enriching the employment experience of its employees and in supporting the academic mission. The University is committed to attracting and retaining employees with varying identities and backgrounds.

The University of Minnesota provides equal access to and opportunity in its programs, facilities, and employment without regard to race, color, creed, religion, national origin, gender, age, marital status, disability, public assistance status, veteran status, sexual orientation, gender identity, or gender expression. To learn more about diversity at the U: <http://diversity.umn.edu>.

**Background Check Information**

Any offer of employment is contingent upon the successful completion of a background check. Our presumption is that prospective employees are eligible to work here. Criminal convictions do not automatically disqualify finalists from employment.

**About the U of M**

The University of Minnesota, Twin Cities (UMTC), is among the largest public research universities in the country, offering undergraduate, graduate, and professional students a multitude of opportunities for study and research. Located at the heart of one of the nation's most vibrant, diverse metropolitan communities, students on the campuses in Minneapolis and St. Paul benefit from extensive partnerships with world-renowned health centers, international corporations, government agencies, and arts, nonprofit, and public service organizations.