



MINNESOTA MASTER NATURALIST

Working Title: Minnesota Master Naturalist Regional Extension Educator
Appointment: Full-time, Assistant Extension Professor (9623), P&A
Extension Area: Department of Agriculture and Natural Resources Systems / Minnesota Master Naturalist Program
Office Location: Option of [Extension Regional Office](#); preference for northern Minnesota (Cloquet not available), location to be determined at hire.
Pay Range: \$69,000-\$78,000 annually; depending on education/qualifications/experience.
Apply By: **September 14, 2025**

About the Program

The [Minnesota Master Naturalist Program](#) teaches adult volunteers about Minnesota's natural resources and empowers them to educate others and to play meaningful roles in conservation projects. The program's mission is to foster understanding, appreciation, and stewardship of Minnesota's natural environment by developing a corps of informed and skilled adult volunteers dedicated to conservation education and service within their communities. Approximately 1,000 volunteers annually contribute nearly 100,000 service hours for conservation projects affecting over 10,000 acres of land, contributing to new scientific research, and educating more than 25,000 people across Minnesota. After completing a 40-hour core training course, volunteers remain active from year to year by completing at least 8 hours of ongoing education and 40 hours of service.

About this Position

This Extension Educator position is part of the Minnesota Master Naturalist Program team, currently composed of two other Regional Extension Educators, one State Specialist, and one Program Coordinator. They will provide statewide educational programming leadership for consistent, coordinated, and high-quality ongoing education and service opportunities for our existing program volunteers that help them meet their annual requirements to remain active and fulfill our commitment to a [long-term volunteer experience](#).

Responsibilities

Provide shared leadership for Minnesota Master Naturalist, a statewide volunteer-driven conservation program: 60%

- As part of the Minnesota Master Naturalist team, lead a highly impactful volunteer program designed to promote active, informed engagement in conservation activities statewide. This includes assessing educational needs, then designing, delivering, and evaluating content of the Minnesota Master Naturalist program.
- Lead the delivery of programming for at least one of the three biomes that comprise the Minnesota Master Naturalist curriculum. Programming may occur in-person, virtually, online or hybrid modalities.

- Innovate, test, and apply best practices in order to drive continuous improvement in recruiting, training, retaining, and supporting volunteers for high public value service opportunities.
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- Contribute to innovative and practical research around environmental education, volunteerism, learner engagement, and/or related domains.

Lead ongoing learning opportunities for MMNat volunteers: 30%

- Assess needs of active Minnesota Master Naturalist volunteers and develop programming that fosters continual learning, growth, and volunteer activity.
- Evaluate external programs for suitability as “advanced training” for existing volunteers.
- Work with Extension Learning Technologies and other internal teams to develop efficient and effective workflows around event registration, attendance tracking, and related operations tasks.
- Assess annual advanced training standards and requirements to maintain active volunteer status, and recommend changes as needed.

Service, engagement, and, professional development: 10%

- Develop collaborations and partnerships that drive learning and volunteer opportunities that are broadly accessible and meet the needs of Minnesota’s diverse communities. These include environmental learning centers, local units of government, state agencies, and many other organizations and groups that host and support Minnesota Master Naturalist training and volunteer service.
- Represent Extension and the Minnesota Master Naturalist program on University, local, state, and national committees, professional organizations, and related service roles.
- Participate in relevant ongoing professional development via conferences, self-directed study, and/or other appropriate means of maintaining a high level of expertise.

LOCATION OF POSITION

This position will be based at an Extension Regional Office, with a preference for northern Minnesota (Cloquet not available). The location will be determined at hire.

Qualifications

Required Qualifications:

- Master’s degree in ecology, natural resources, wildlife management, conservation, environmental education, or a closely related field.
- Three (3) years of professional work experience with environmental, adult, or volunteer education in a natural resources context.
- Experience teaching or delivering programming to adult learners in non-credit settings via a variety of formats.
- Experience working constructively with people from diverse backgrounds, demographics, and educational levels.
- Advanced experience with educational program design, development, and delivery.

- Strong organizational skills with the ability to conduct and manage multiple projects at the same time and to adapt to changing program priorities.

Preferred Qualifications:

- Successful experience working both independently and as part of a team.
- Demonstrated leadership experience in building collaboration to design, deliver, and evaluate environmental education programs for adult audiences.
- Ability to integrate research-based and technical information from scientific and educational literature and from subject matter experts across academic disciplines and professions to produce effective learner-focused educational materials.
- Familiarity with the use of educational software and technology, including video conferencing, webinars, social media, and online course management.
- Knowledge and understanding of conservation topics and natural environments in Minnesota.

Additional Requirements:

- Valid driver's license and own means of transportation with required liability insurance in order to travel to programming sites and to transport materials for programming; and at times other personnel.
- Must be able to travel within the designated communities and provide in-person programming. This includes being in an outdoor environment/setting frequently and in varied weather conditions (hot, cold, rainy/wet, etc).
- Able to traverse forests, prairies, and related natural landscape environments
- Travel (in-state and national) is necessary to perform the responsibilities of this position. This may include frequent day-trips and an estimated 8-12 overnight trips per year. Mileage and sustenance reimbursement are provided according to University policies.
- Ability to maintain a flexible work schedule, including occasional evening or weekend work, and overnight stays.
- When not in the assigned office location, employees must be reachable with a number that will be published in the Extension staff directory at the employee's own expense.
- Must have reliable internet if/when working outside of the assigned office location.
- Ability to work on a computer for prolonged periods.
- Ability to bend, reach, twist, and lift or carry 10 pounds frequently and 30 pounds occasionally.
- **This position is not eligible for employment visa sponsorship.**

Pay & Benefits

Pay Range: \$69,000-\$78,000 annually; depending on education/qualifications/experience

Time Appointment Category: 100% Appointment

Position Type: P&A Staff

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

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

About Extension and the Department

University of Minnesota Extension is a major outreach arm of the University of Minnesota with a mission to serve the public through applied research and education. Our mission is to make a difference by connecting community needs and University resources to address critical issues in Minnesota. Extension strives to attract and retain high-quality, passionate employees and to weave diversity, equity, and inclusion into all aspects of Extension's programming and employee engagement. <https://extension.umn.edu/>

About the Department of Agriculture and Natural Resources Systems

We work with purpose to deliver research-based programming that improves lives, environments and the communities in which we live and work. Our values are **Engagement** – We work alongside colleagues, partners, volunteers and stakeholders to define priorities and develop enduring solutions. **Inclusion** – We prioritize access and including all. Only by engaging people with a variety of perspectives, lived experiences and ways of knowing can we solve our most complex and pressing problems. **Discovery** – We foster curiosity and integrate research into the real world to yield innovative and practical solutions. **Integrity** – We build trust by being reliable, sharing unbiased research and being good stewards of the investments in Extension. **Growth** – We encourage lifelong professional and personal growth for our team members through technical learning, leadership development, and career opportunities. **Balance** - We emphasize flexibility so employees can adapt to new circumstances and manage demands across professional, personal, and community life.

To Apply

Please apply from the [Extension Careers page](#), **Job Opening ID: 369983**

Please note: This position is not eligible for employment visa sponsorship.

Applications must be submitted online. To be considered for this position, please click on the Apply button and follow the instructions. You will be given the opportunity to complete an online application for the position. Please include the following attachments with your online application:

- Cover letter
- Resume/Vitae

Contact information for three professional references and college transcripts (unofficial transcripts are acceptable) will be required during the interview process.

Additional documents may be attached after the application by accessing your “My Job Applications” page and uploading documents in the “My Cover Letters and Attachments” section. See [full application instructions](#).

To request an accommodation during the application process, please email employ@umn.edu or call 612-624-UOHR (8647).

For questions about this position, contact:

Search Committee Chair Andrea Lorek Strauss, astrauss@umn.edu.

Employment Requirements

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.

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>



UNIVERSITY OF MINNESOTA EXTENSION

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