

Education Contractor Opportunity

Contract Type: Seasonal Independent Contractor (2026-2027)

Location: Headwaters at the Comal; 333 E. Klingemann St, New Braunfels, TX 78130

Compensation: Paid per program delivered by the Headwaters at the Comal nonprofit organization.

Compensation rates are based on experience and will be outlined in the Independent Contractor Agreement.

About Headwaters at the Comal

The Headwaters at the Comal is New Braunfels Utilities Conservation Legacy project. This 16-acre property has been transformed from a retired utility site into a premier environmental education center that inspires appreciation for conservation and stewardship. Home to the headwater springs of the Comal River, this site is home to several endangered species, native plants and animals, and has been an important gathering place for people for thousands of years.

The mission of the Headwaters at the Comal 501(c)3 nonprofit is to strengthen the relationship between people and nature by showcasing the significance of the Comal Springs through education, conservation and community engagement. Working in partnership with New Braunfels Utilities, Headwaters offers educational experiences that connect learners of all ages to the natural and cultural resources of the region.

Opportunity

Headwaters at the Comal is seeking a qualified independent contractor to provide education and interpretive programming during the 2026-2027 season. Contractor will deliver engaging, hands-on, watershed, science, and place-based educational experiences for PreK-12 students and public youth, adult, and family audiences.

Programming may include field trips, school visits, outreach events, guided hikes, tours, camps and other educational programs focused on natural and cultural resources, conservation, and local archaeology. Services may be provided at the Headwaters or at off-site outreach events depending on program needs.

Service Delivery

Programming occurs primarily on weekday mornings, generally between 8:00am-1:00pm, for an average of 10-30 hours of contracted programming per week. Occasional weekend or evening programs may be required. Program schedules vary based on seasonal demand including field trips, campus visits, and outreach programs.

Scope of Services

- Deliver engaging educational and interpretive programs for PreK-12 and public youth, adult and family audiences.
- Lead and facilitate field trips, guided hikes, tours, camps, school visits, outreach events, and other educational experiences.
- Present programs on topics including watersheds, water conservation, ecology, native plants and wildlife, natural resources, cultural resources, archaeology, and environmental stewardship.
- Develop, adapt, and prepare lesson plans, hands-on learning activities, educational material and program supplies appropriate for a variety of audiences and learning environments.
- Foster safe, engaging, and inclusive learning environments while interacting professionally with teachers, volunteers, parents, chaperones, and program participants.
- Represent Headwaters during community outreach events, public programs, and educational exhibits.
- Provide routine program documentation, including attendance records, evaluations, inventory, scheduling support, communications, and other agreed-upon administrative documentation associated

with the program(s).

- Prepare program spaces and materials before and after scheduled programs and maintain supplies, equipment, and the safety of program areas.
- Coordinate with Headwaters staff regarding program logistics, scheduling, educational objectives and program improvements.

Desired Qualifications

Qualified contractor should demonstrate:

- Availability to provide services on Monday, Wednesday, and Friday mornings.
- Experience delivering environmental or outdoor education programs for K–12 audiences.
- Familiarity with Texas Essential Knowledge and Skills (TEKS) standards.
- College coursework or advanced training in education, environmental science, natural resources or related field.
- Bilingual communication skills (English/Spanish) are preferred but not required.

Desired Knowledge, Skills, and Experience

Contractor will possess:

- Knowledge of native flora, fauna, watersheds, ecology, and conservation.
- Strong public speaking, interpretation, and group facilitation skills with audiences of varying ages.
- Excellent verbal and interpersonal communication skills.
- The ability to deliver engaging, hands-on educational experiences for youth and adults.
- Organizational skills sufficient to maintain accurate records, follow established procedures, and complete required program documentation.
- Basic computer proficiency, including Microsoft Office; experience with Canva, Excel, and online ticketing software is preferred but not required.
- The ability to identify and respond appropriately to potential safety considerations in outdoor learning environments.
- The ability to work independently while coordinating effectively with Headwaters staff and volunteers.
- Professionalism, adaptability, initiative and enthusiasm for environmental education and conservation.
- The ability to work outdoors in varying weather conditions.

Other Requirements

- Minimum 3 years' experience teaching science or nature related programs.
- Background check required

Submit Qualifications

Interested individuals should submit a resume, a cover letter describing their relevant experience and availability, and three professional references to **info@headwatersatthecomal.org**. Selected individuals may be invited to interview, conduct a teaching demonstration, or provide additional information before entering into an Independent Contractor Agreement.