

JOB DESCRIPTION

POSITION: Eco Tour Adventure Guide
REPORTS TO: Visitor Experience Leadership
CLASSIFICATION: Non-Exempt | Full-time
LOCATION: Avalon, California
UPDATED: 4/17/2025

POSITION SUMMARY

The Eco Tour Adventure Guide plays a key role in leading immersive ecological tours through the Conservancy's breathtaking interior lands. As a primary driver for Visitor Experience, this position requires expertise in safely operating vehicles, particularly tour jeeps, across challenging terrain.

Beyond guiding guests on unforgettable experiences, this role also involves maintaining tour vehicles, conducting thorough safety inspections, and collaborating on the development of new routes and adventures. Ideal candidates will combine a passion for nature with strong driving skills to create educational and engaging tours for our visitors.

LOCATION

On-site role based in Avalon, on Catalina Island.

KEY RESPONSIBILITIES

- Engage with guests in a warm, friendly, and professional manner, ensuring a memorable and adventurous experience.
- Deliver ecological and interpretive excellence as a highly informed, well-trained, and sought-after tour leader, ensuring a positive and lasting impression of the Conservancy.
- Transports staff, guests, or materials safely on designated routes, including interior island roads.
- Conduct thorough safety inspections of the vehicle, reporting any concerns.
- Ensure each vehicle is clean, well-maintained, and ready to provide a safe and enjoyable tour experience.
- Contribute to the development of new tour routes and packages by providing field-based insights.
- Complete required forms to provide feedback to management on tour groups.
- Coordinate vehicle maintenance and repairs with Visitor Experience leadership as needed.

- Provide support at the Trailhead Visitor Center as needed, including before, after, or between tours.
 - Maintain a safe and efficient work environment by performing all duties responsibly.
 - Adhere to Conservancy safety procedures and training requirements.
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PHYSICAL REQUIREMENTS

- Must be able to load or move up to 25 lbs.
 - Ability to safely enter and exit vehicles, with the capacity to assist passengers as needed.
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QUALIFICATIONS

Skills & Abilities

- Proven ability to safely operate passenger vehicles in compliance with policies and procedures, with a focus on passenger safety and comfort.
- Strong customer service skills, including the ability to deliver engaging presentations and exceptional experience to guests.
- Excellent oral and written communication skills, including the ability to read road signs, prepare clear reports, and interact effectively with diverse groups, including law enforcement.
- Experience working in various environmental conditions, including extreme weather, dust, and other challenging elements.
- Proven ability to maintain organized and detailed logs, and incident reports.
- Must have solid knowledge of Catalina Island's natural and cultural history, as well as its ecology, with the ability to interpret and share its heritage effectively with diverse audiences.
- Ability to effectively represent and communicate the organization's mission, values, and goals to inspire and engage stakeholders and the public.
- Flexibility to work weekends, holidays, and overtime as needed.
- Excellent interpersonal skills for building and maintaining positive relationships with colleagues, guests, and the public.
- Must possess a current, valid driver's license held for a minimum of five years and maintain a clean driving record.
- Multilingual ability, including Spanish proficiency, is a plus for engaging with diverse visitors.

Education & Experience

- High school diploma or equivalent. Bachelor's degree in science, education or related major or equivalent experience preferred.
- A minimum of 2-3 years of work experience is required.

COMPENSATION & BENEFITS

ESTIMATED STARTING SALARY RANGE:

\$22.50 - \$24.00 per hour, based on skills and experience.

We're proud to support the health and wellbeing of the people we employ. We offer a competitive, comprehensive benefits package that includes healthcare coverage, flexible spending accounts, 403(b) plan with a 3% employer contribution and a 5% match — fully vested after 2 years, accrued paid time off, life insurance, disability coverage, an employee assistance program, professional development, and other benefits that support work-life balance.

EQUAL OPPORTUNITY COMMITMENT

Catalina Island Conservancy is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, age, sex, national origin, ancestry, disability status, genetics, marital status, medical condition, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.

HOW TO APPLY

Please send a resume and cover letter to jobs@catalinaconservancy.org, listing the job title in the subject line.

OUR STORY

The mission of the Catalina Island Conservancy is to be an exemplary steward of Island resources through a balance of conservation, education, and recreation.

The Conservancy's vision is for a beautifully functioning Island ecosystem for all to enjoy.

Just off the densely populated Southern California coast, Catalina Island is home to approximately 4,000 year-round residents and more than 60 endemic species of plants and animals found nowhere else on Earth.

The Catalina Island Conservancy protects 88 percent of Catalina Island's approximately 48,000 acres, including the region's longest publicly accessible undeveloped coastline.

The Conservancy is a research and conservation leader, protecting and restoring vulnerable habitats and species in its Mediterranean climate. Conservancy staff guides Island ecosystem recovery with the goal of generating a resilient, self-sustaining ecosystem with no endangered forms of life.

The Conservancy offers recreational experiences and educational programs for not only the 300,000 annual visitors who choose to visit the unique and special Conservancy "Wildlands

Ecosystems” but also inspires the nearly 1.2 million visitors to other parts of the Island. Recreation, educational engagement, service opportunities, and partnerships connect the Island’s unique resources to people’s lives, inspiring environmental stewardship and action. The Catalina Island Conservancy is a 501(c)(3) non-profit public charity established in 1972 to protect and restore Catalina Island for future generations to experience and enjoy.