

Erie MetroParks

Board of Park Commissioners

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| Title | Naturalist II | | |
| Position Type: | Year-Round, Full-Time, or Part-Time | Non-Supervisory | |
| Position Summary: | Develops and implements nature and other interpretation programs for Erie MetroParks. Assists in conducting public recreational and special event programs. | | |
| Reports To: | Marketing and Program Manager or as assigned | Classification: | Non-Exempt |
| Salary Range: | \$14.00-\$20.80/hour, or commensurate with experience | | |
| Position Description | | | |
| Functions and Responsibilities: | | | |
| <ul style="list-style-type: none"> ▪ Plans, organizes, and presents public nature education programs including evening and weekend assignments for campfire programs, nature hikes and other interpretive activities. Presents no less than four programs for public participation each month of the year. ▪ Assists with special event and recreational programming. ▪ Executes and/or assists with the execution of planning and conducting Erie MetroParks school interpretive programs with local school curriculum coordinators and classroom teachers by preparing appropriate interpretive activities for children, preschool through the 8th grade. Schedules individual classroom appearances. Prepares topic material and conducts nature walks and talks for organized groups in park areas all seasons of the year. ▪ Develops and implements new nature education programs using MetroParks parklands or other areas. ▪ Plans and leads nature education program segments of the Erie MetroParks summer nature camp program. ▪ Maintains current and seasonally correct information and interpretive materials on assigned park bulletin boards and other locations. ▪ Develops, through site visits, biological and cultural documents and historical records, an up-to-date, concise natural history of each park area. Prepares and summarizes factual material for publications, interpretive displays and/or exhibits. ▪ Coordinates recruitment, training, scheduling, and review of interpretive program volunteers with the Volunteer Coordinator. Supervises volunteers as assigned. Occasionally supervises other staff members as assigned. ▪ Assists in coordinating one nature education teacher training workshop in natural science education annually. | | | |

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- Assists in establishing a wildlife rehabilitation network of resources for use by the public.
- Possesses and regularly carries personal cell phone that can be used for work purposes.
- Answers natural history and interpretive questions from the public during programming and office hours.
- Follows a flexible weekly schedule and keeps accurate time/work records.
- Follows all policies and directives within the Erie MetroParks Employee Manual.
- Wears and maintains uniform items as provided, in accordance with MetroParks policies.
- Maintains a professional, cooperative working relationship with other staff members.
- Meets and deals with the public in a professional, helpful, and pleasant manner.
- Maintains confidentiality on sensitive issues and non-public records.
- This is a full-time position. Days of work are flexible, Monday through Friday, between the hours of 8:00 am to 5:00 pm. Evening and weekend work will be required as job duties demand.
- Performs other duties as assigned.

Qualifications:

- Preferred: a four-year degree in natural science education or interpretation, or a four-year degree in a related field from an accredited college or university. Has completed teaching methods coursework and is proficient in the use of various methods of presenting outdoor nature education topics.
- Relative experience as a volunteer or employee of a park or nature conservation organization for at least two years.
- Ability to clearly convey interpretive information both orally and in written form to groups of different ages, special populations, and backgrounds in an interesting and effective manner.
- Ability to maintain a positive, cooperative, and helpful attitude with the public and other staff.
- Good physical condition and general good health allowing light to moderate physical labor. Ability to convey oneself unassisted along improved pathways and across undeveloped areas on rocky, wet, slippery, or rough surfaces in a variety of different types of terrain.
- Valid training in CPR, Standard First Aid, and Bloodborne Pathogens at the time of employment or within the introductory period and thereafter as instructed by 9.1.2.10 Safety Training in the Employee Guide.
- A valid driver's license with an acceptable motor vehicle record allowing insurability by the park district's current vehicle insurance carrier under existing coverage provisions at the time of employment and thereafter. Candidates for employment may not have more than 4 total points (or equivalent penalty) issued by a recognized licensing

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authority for driving-related violations on their driving record at the time of employment.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job, with or without reasonable accommodations.

While performing the duties of this job, the employee is constantly required to talk. The employee is frequently required to walk, stand, crouch, bend, lift, carry, reach-vertically and horizontally, handle and see. The employee is occasionally required to push, pull, use hands to finger, feel and hear.

Alternates to the above qualifications are acceptable as approved by the Executive Director.