

Seasonal Naturalist Job Description

Name	
Hire Date	
Date In Current Position	
Review Month	
Department	Conservation
Reports to	Environmental Education Coordinator
Position Number	
Warren County Pay Grade	\$14/hour
FLSA Status	Non-Exempt
Supervises Others	No
Document Control Responsibility	Conservation Board
Approved by	Conservation Board

Position Summary

The seasonal naturalist works with the Environmental Education team to provide educational programming, animal care, and educational materials for the Warren County Conservation Board. The summer naturalist will assist with summer day camps, outdoor recreation, and other summer environmental education programming.

Essential Duties/Responsibilities

- Assist and present a variety of environmental and recreational education programs indoors and outdoors for ages 4-adult in various weather conditions.
- Prepare materials, set up facilities, and clean up after programs.
- Assist with caring for live animals including fish, amphibians, reptiles, and birds.
- Assist in camp management. Help set rules and boundaries for campers alongside coworkers.
- Provides general information to the public regarding parks, facilities, and education.
- Follow all policies and procedures set by Warren County Conservation.
- Other duties as assigned.

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Essential Skills and Experience

- Energetic, professional demeanor, positive attitude, and motivated.
- Experience working with children outdoors or in a classroom setting is preferred.
- Basic knowledge of local ecology, biology, and natural resources.
- Ability to share and teach information.
- Good written and oral communication and leadership skills are a must.
- Ability to follow written and oral instructions.
- Must be 18 years of age or older with a valid driver's license.
- Must pass CPR and First aid course, scheduled after hiring.
- Must be punctual and responsible.

Physical Demands and Work Environment:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Physical demands: While performing duties of this job, the employee is required to sit and/or stand for long periods of time. Must have the ability to sit, stand, walk, kneel, balance, climb and work in a variety of weather conditions. Must have the ability to lift, pull, push, and/or move up to 50 pounds.

Work environment: The noise level in the work environment is usually minimal with occasional periods where the noise level may require hearing protection, such as the use of power tools or mowers. There are extended periods when the exposure to the outside elements will be necessary to accomplish the needs of the department throughout the summer.

General sign-off: *The employee is expected to adhere to the values as established by Warren County Conservation Board and represent Warren County in a positive, professional manner.*

I have read and understand this job description.

*I can perform the duties of this position with or without reasonable accommodation.
(Circle one) YES or NO*

Signature: _____ **Date:** _____