



HARFORD COUNTY
invites applications for the position of:
**PARK NATURALIST -
ACLEC (NON-
CLASSIFIED/PT
/RETIREMENT ONLY)**

An Equal Opportunity Employer

SALARY:

Hourly
\$13.00

HOURS OF WORK: VARIES

DEPARTMENT: Parks and Recreation

OPENING DATE: 03/17/21

CLOSING DATE: 03/31/21 11:59 PM

NATURE OF WORK:

Supervised by the Recreation Specialist at the Anita C. Leight Estuary Center, the person in this position performs a variety of Park Naturalist related duties associated with a nature center focused on Chesapeake Bay/watershed ecology at the Anita C. Leight Estuary Center. Work includes opening and closing the Center, handling visitor inquiries, conducting interpretive and environmental education programs, caring for live animals, operating water craft, transporting participants in a county van, etc. Other duties expected such as maintaining a safe and clean work place, answering telephone calls, responding to written correspondence, greeting, assisting and directing the public, keeping the Center organized and inviting to the public, etc. The schedule of the work week will vary and will include weekdays, evenings, and weekends. Assessment of work is based upon personal performance.

PLEASE BE ADVISED THIS POSITION IS NOT CURRENTLY ELIGIBLE FOR BENEFITS (MEDICAL, DENTAL, VISION, ETC.). HOWEVER, DEPENDING ON THE HOURS WORKED MAY BE ELIGIBLE FOR RETIREMENT BENEFIT.

EXAMPLES OF DUTIES:

(The following examples illustrate the work performed by this position. Position may require some or all of these examples depending on the season, demand for programs and research projects. The list is not inclusive. This position may require related duties not listed, if necessary, to accomplish the work at the Center.)

1. Keeps buildings and premises in neat and safe condition.
2. Answers telephone inquiries; provides information, assists public with concerns or refers them to appropriate individual or takes messages; monitors, greets and directs the public throughout the facility.
3. Directs and supervises volunteers working at the Center, including teenagers and adults.
4. Cares for the Center wildlife which may include various types of fish, reptiles, birds of prey and amphibians.

5. Conducts interpretive and education programs for the public and school groups.
6. Opens and secures building/grounds; notifies police when necessary.
7. Instructs users on the proper utilization of the facility.
8. Job may require use of power tools, canoes, kayaks, pontoon boat, boat trailer, pick-up truck.
9. Works in all types of weather and seasons with exposure to the outdoors and possibly live animals, animal waste, aquarium chemicals, etc.
10. May conduct research and monitoring and record and analyze data, or oversee research interns and manage research data.
11. Other duties as assigned.

MINIMUM QUALIFICATION REQUIREMENTS:

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of local natural history, particularly the Chesapeake Bay/watershed area; canoe, kayak and pontoon boat operation skills; ability to safely use power tools and equipment; able to deal with the public cooperatively and courteously; to maintain effective working relationship with other paid staff and volunteers; able to create and conduct public nature programs; to create and conduct school programs; to conduct research and monitoring and record and analyze data; to understand and follow instructions; to lift, bend, stoop, climb and reach; to work independently; keep simple records.

EDUCATION:

Two years of college course work in the natural sciences including but not limited to Earth Science, Biology, Environmental Studies, Environmental Education, Oceanography, Wildlife or Fisheries Biology, or Natural Resources Management. One year of experience in a wildlife, park/recreational or educational setting may be substituted for each year of college course work. Maryland Master Naturalist certification may be substituted for one year of college course work.

EXPERIENCE:

You must have a minimum of one year of experience working with people of all ages, in a wildlife, park/recreational or educational setting. Prefer a minimum of one year of canoeing and/or kayaking experience.

LICENSE:

This position requires a valid Class "C" driver's license with no more than 3 points. **Please be advised this position requires a valid driver's license; as such your application will not be considered if you fail to include the full driver's license number on the electronic application.**

SAFETY:

Must comply with Harford County's Safety Manual.

NOTES:

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.harfordcountymd.gov>

OFFICE INFORMATION:
220 South Main Street
Bel Air, MD 21014
410-638-3201
410-638-4869

Job #21-024
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JM

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