

## **DIRECTOR OF NATURE INTERPRETATION**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves overseeing and exercising complete charge of the development and operation of the educational programming, interpretive exhibits and materials, as well as long range planning and the development of structures and lands of Finch Hollow Nature Center and other County parks. The work is performed under the general supervision of the Director of Recreation, with leeway allowed for the use of independent judgement regarding the operation, maintenance, programming and planning of interpretive programs and facilities. Supervision is exercised over the work of the Naturalist and other employees assigned to the Nature Center. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Supervises and coordinates the planning, preparation and presentation of environmental awareness programs for schools, civic and special interest groups and the general public in the parks and other locations;

Promotes environmental awareness programs through public service announcements, flyers, a quarterly newsletter and other community contacts;

Supervises and coordinates the planning and preparation of displays for the Nature Center and special programs;

Operates equipment such as a laminating press, electric drill, aquarium filter system and audio visual equipment;

Keeps records of employee time sheets, park attendance, petty cash, maintenance projects and programming details;

Maintains communications with Park Managers regarding nature activities and programs occurring within the park system;

Documents budget expenditures for equipment and supply requisitions;

Gathers information for nature related programs and publications;

Oversees the inventory and protection of environmental resources of special value or interest in the County park system;

Supervises the provision of field resource information for the development of nature trails;

Evaluates and revises educational and information programs as needs change;

Conducts employee training sessions and evaluations;

Oversees the maintenance, design, layout and construction of nature trails strictly in a consultant capacity.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Comprehensive knowledge of a broad range of natural science including zoology, geology, botany and ecology as well as the ability to interrelate them;

Good knowledge of equipment and supply purchasing procedures;

Working knowledge of building and grounds maintenance techniques;

Ability to supervise the work of a small groups of employees and volunteers;

Skill in communicating effectively with persons of all ages;

Ability to lead large groups in a presentation and/or group discussions;  
Ability to give concise written, verbal and demonstrative instructions;  
Good managerial skills;  
Initiative;  
Manual dexterity;  
Imagination;  
Courtesy;  
Tact;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in resource management, wildlife biology, natural science or a closely related field and one year of experience which involved the development and implementation of environmental awareness and natural history programs for the general public; OR
- B) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in resource management, wildlife biology, natural science or a closely related field and three years of experience which involved the development and implementation of environmental awareness and natural history presentations for the general public; OR
- C) An equivalent combination of training and experience as defined by the limits of A) and B) above.

**NOTE:** Degrees in the following natural sciences will not be accepted: physics, chemistry, microbiology and genetics, or related subjects.

**SPECIAL REQUIREMENT AT TIME OF APPOINTMENT:** Possession of the appropriate level Motor Vehicle Operator's License.

**SPECIAL REQUIREMENT DURING THE PROBATIONARY PERIOD:** Current certification as issued by the American Red Cross or equivalent in Standard First Aid and basic life support CPR as required by the New York State Health Department, Chapter I of the State Sanitary Code, Subpart 7-2(Children's Camps), Section 7-2.8e.