



Crawford Park District

2401 SR 598 Crestline, Ohio 44827
Phone: 419-683-9000 Fax: 419-683-6281
www.crawfordparkdistrict.org
Director: Bill Fisher

Nature Education
Nature Preservation

Position Description

TITLE: Naturalist

PAY: \$13.00 to \$14.00/hr

STATUS: Full-time Position; 40 hours/week; some weeknights and weekends required
Paid Holidays
Health Insurance offered at 50% of monthly premium
Participation in Public Employees Retirement System

REPORTS TO: Director and Program Coordinator

RESPONSIBILITIES:

- Job Description for Naturalist Position, Crawford Park District, March/April 2016
- Develop and lead new nature programs (both school and public).
- Plan and lead Nature Summer Camp groups and activities.
- Assist with PR development and dissemination.
- Assist with Park District newsletter development.
- Manage Park District website and Facebook page.
- Manage live animal care.
- Assist with Park District weekend events and Saturday desk responsibilities or programs.
- Assist with Park maintenance when needed.
- Oversee interns and park volunteers.
- Must follow Park District protocols and procedures.
- Perform emergency duties to protect human life, Park property and its natural features
- Assist with operations of general facilities, such as our Nature Center.
- Greet Nature Center visitors and assist with interpretive information concerning displays or animals.
- Construct or maintain scientific, historical and other interpretive displays.

QUALIFICATIONS:

- Bachelors or Associates in Environmental Education or other related Wildlife/Environmental Degree
- Must be willing to submit to a background check.
- Must be willing to submit to drug testing.
- Legible handwriting and acceptable keyboard speed.
- Wear Park District logo shirts and have professional outward appearance.
- Possess a positive attitude toward self and others.

- Possess a love for the environment and have the ability to share that passion.
- Ability to communicate verbally with people inside and outside our organization.
- Ability to influence others.
- Ability to work in a team.
- Ability to work independently.
- Ability to make decisions, analyze and solve problems.
- Ability to plan, organize and prioritize work.
- Ability to obtain and process information.
- Ability to instruct individuals of all ages and ability levels.
- Ability to create and/or edit written information.
- Proficient with computer software programs, especially Microsoft Office.

Interested individuals can obtain an application from Lowe-Volk Park Nature Center or our website www.crawfordparkdistrict.org

Inquiry deadline is **April 29, 2016**.

Be advised that the selection process may begin before April 29, 2016.

Must provide a cover letter and resume.

Address to:

Crawford Park District
Bill Fisher, Director
2401 SR 598
Crestline, OH 44827

Or, email: bfisher@crawfordparkdistrict.org