### The Maryland-National Capital Park and Planning Commission

TITLE: Park Naturalist GRADE: 16 DATE: 6/22/21 SERIES: Natural Science CODE: 2315 EEO: Professional FLSA: Non-Exempt

#### Class Definition:

Under general supervision, provides interpretive program services to visitors. Participates in and assists higher-level park naturalists in developing and conducting nature programs at Commission parks and nature facilities. Incumbents perform research for naturalist staff; presents simpler programs that have already been prepared and responds to questions and explains natural processes involved. Participates in staff projects and assists in operating a nature facility and in related activities. Performs tasks designed to increase their knowledge of area natural and cultural history. The work contributes to the accuracy, adequacy, timeliness and other facets of the unit or work program of assignment. Applies knowledge of natural, life, and physical science, environmental science, natural resources management and outdoor and water safety. Performs various types of research and analyses to solve regularly occurring problems in the work. Interacts with people inside and outside the organization, including the public, to exchange information, coordinate, instruct and guide. Performs other related duties, as assigned.

Assignments are made in terms of specific duties and responsibilities. The incumbent plans and carries out the work in conformance with established policies and procedures and accepted customer service practices, resolves commonly encountered work problems and deviations by selecting and applying the appropriate guidelines, and brings procedural exceptions and recommendations to the supervisor for guidance or resolution. Work is expected to be accurate and is subject to check for conformance with guidelines, quality, quantity, timeliness, teamwork, customer service and other factors.

### **Examples of Important Duties:**

- 1. Provides interpretive programs that have been previously prepared and organized for presentations, usually on simpler aspects of a nature subject. Presents programs using aids, handouts, demonstrations, oral presentations, and other methods appropriate to the subject. Responds to questions of the group, explaining natural processes involved in the subject.
- 2. Assists in preparing natural and cultural history interpretive materials including interpretive handouts, trail guides, maps, and program promotional materials by preparing drafts, outlines, and other materials.
- 3. Assists in planning, developing, and maintaining interpretive displays and exhibits, and in preserving cultural history objects and artifacts; may maintain live animals for display, exhibits and use in various interpretive programs that are in adherence with state and Federal animal welfare regulations and standards.
- 4. Greets visitors to facility and provides program information; makes reservations for programs and collects program fees as appropriate.
- 5. Researches subjects for higher level naturalist staff, collecting information, artifacts, and other items for use in programs; obtains information from conferences, schools, specialists, professional organizations, and other sources for use in development of interpretive programs.

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- 6. Participates in organizing and maintaining a multimedia library of naturalist interpretive materials; collects, catalogues, and maintains natural artifacts such as insects, rocks, minerals, and skeletons for program and exhibit use.
- 7. Assists in the research, planning, development, and maintenance of outdoor natural history study areas, interpretive gardens, and trails; or in conducting conservation and resource management projects such as monitoring water quality, wetlands planting, or reforestation.
- 8. Assists with studies to identify and evaluate natural resources such as plants, wildlife, wetlands, and geological features in parks.
- 9. Monitors buildings and grounds to ensure safety, security, and cleanliness of facilities; makes minor repairs to exhibits and other structures.
- 10. Notifies police, fire, or rescue personnel in emergencies.
- 11. May train and lead volunteers, interns, and other part-time or occasional staff in work and conservation projects.

## **Important Worker Characteristics:**

A. Knowledge of (1) natural, life, and physical science; (2) environmental science; (3) natural resources management; (4) outdoor and water safety (waterfront parks); (5) effective techniques of interpretation\*; and (6) Commission organization, policies, and procedures\*.

\*Typically acquired or fully developed primarily after employment in this job class.

- B. Skill and ability to (1) interpret and explain technical natural and cultural history materials to patrons; (2) provide courteous service; (3) organize work efficiently; and (4) develop program promotional materials; and (5) provide CPR and first aid.
- C. Skill in problem solving to select, organize and logically process relevant information (verbal, numerical or abstract) to solve a problem. Examples include using audio-visual and field sampling equipment and assisting in the development of interpretive materials and displays.
- D. Skill in communication to understand verbal and written information (including facts, descriptions and ideas) and to express such information so that others will understand. Examples include presenting natural and cultural programs to varied groups; writing clearly, effectively, and concisely.
- E. Interpersonal skills to interact effectively with contacts in a businesslike, customer service-oriented manner; this includes skill in establishing and maintaining effective working relationships and working as a member of a team.

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F. Skill in operation of (1) audio-visual equipment; (2) field sampling equipment; (3) camera; (4) motorboat, canoe, kayak\*; and (5) computer software.

# Minimum Qualifications (MQs):

1. High school diploma or a Certificate of General Educational Development (GED).

- 2. Two (2) years of experience as a naturalist aide, assistant or equivalent position.
- 3. An equivalent combination of education and experience may be substituted, which together total 2 years.
- 4. Pass Commission medical examination.

#### **Working Conditions:**

Work in indoor and outdoor settings. Work is scheduled during weekends, evenings, and holidays. Exposed to inclement weather and outdoor hazards. Incumbents in this class must frequently: remain in a stationary position, move about and position self to complete work, communicate and exchange information with internal staff and the public, distinguish between colors and lift objects and equipment weighting up to 49 pounds.