

**Louisa County
Position Description**

Position: Assistant Naturalist/Intern naturalist
Department: Conservation
FLSA: NA

Reports To: EE Coordinator/Naturalist
Revision Date: July 2010

General Summary

Assist the environmental education coordinator and naturalist with board's environmental education program.

Essential Duties and Responsibilities

The following duties are normal for this position, but other duties may be required and/or assigned as needed.

- Assist with planning, promoting and presenting conservation, recreation and environmental education programs to the general public, schools and other groups
- Assist in designing interpretive and promotional displays and exhibits.
- Assist with the board's summer recreation, day camps, high ropes course and other programs.
- Assist with park maintenance as needed.
- Assist other board staff as needed and directed by the naturalist and executive director.
- Assist with the board's volunteer program.
- Attend training as requested.

Entry Level Requirements

A student currently enrolled in a two or four-year college or university program with major coursework in natural or physical science, education or park and recreation management. One year of experience in natural resource management or education desirable. Additional experience in public speaking helpful. Valid motor vehicle operators' license required.

Knowledge, Skills and Abilities

Physical

Must be able to walk over a variety of landscapes and use hands to manipulate handtools, such as binoculars, microscopes, dissecting equipment and similar tools. Must be able to climb 40' utility poles and operate belay rope system. Operates vehicles (cars, trucks, utility vehicle) on a regular basis. Administrative work will involve the use of data requiring physical ability to operate computers, copiers, AV and similar equipment in office setting. Must also be able to hear and speak clearly to communicate with the public. Occasional duties in regulatory enforcement, park operations and related activities. Requires ability to lift up to 50 pounds, bend and carry equipment.

Mental

Proficient in basic mathematics (addition, subtraction, division and multiplication). Strong skills in natural sciences, education, and communications desired.

Language & Interpersonal Communications

Conceptual and practical knowledge of biological sciences desired. Utilization of various technical resources materials, manuals etc.

Environmental Adaptability

Combination of outdoor and indoor work throughout the year. Potential for contact with stinging insects, poison ivy and other allergens is high. Potential for personal injury due to occupational/environmental hazards moderate.

Employee

Date

Supervisor

Date

Louisa County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the county will provide reasonable accommodations to qualified individuals with disabilities. Prospective employees and incumbents are encouraged to discuss potential accommodations.