

 <p>STATE OF INDIANA CLASSIFICATION SPECIFICATION</p>	Class Title: Naturalist 3		Class Code: 001LI3
	FLSA Status: Exempt	Salary Schedule: PAT 3	Effective Date: 8-16-13
	Summary: Incumbent coordinates and oversees the interpretive services for assigned properties within the Department of Natural Resources (DNR).		

Duties:

- Plans, coordinates and presents various educational programs for property visitors as well as for the community;
- Manages a nature center and/or other interpretive facility which includes hiring and training seasonal naturalist aids and support staff;
- Conducts research and develops inventory of natural and cultural resources of the property;
- Develops and maintains brochures, bulletin boards, aquariums, terrariums and vivariums;
- Assist in the development of new nature center facilities or visitor centers;
- Coordinates interpretive activities with central office staff and property managers;
- Interact with property visitors on a daily basis and respond to requests in writing for information from the public;
- Plan and organize special events and festivals on the property, or on other DNR properties;
- Oversees maintenance of the facility and exhibit construction work by skilled craftspersons;
- Performs related duties as required.

Job Requirements:

- Thorough knowledge of the principles and theories of interpretation and environmental education;
- Thorough knowledge of the rules and regulations governing DNR properties, and the ability to explain and interpret them to the public;
- Working knowledge of photography and the use of audio-visual equipment;
- Working knowledge of zoology, biology, history, forestry, meteorology, entomology, dendrology, cartography, hydrology, ichthyology, anthropology, astronomy, botany, wildlife biology, ornithology, ecology and other related natural sciences;
- Working knowledge of exhibit design and construction;
- Thorough knowledge of federal and state regulations regarding migratory birds and endangered species;
- Ability to be creative and imaginative in developing new programs;
- Ability to communicate effectively both orally and in writing;
- Ability to plan and present programs, exhibits and presentations in a cohesive and interesting fashion;
- Working knowledge of special event planning techniques;

Difficulty of Work:

Incumbent follows guidelines of recreation planning and basic guidelines of zoology, biology, history, anthropology and exhibit presentation that are generally accepted. Incumbent follows general division guidelines and objectives within the specific state park in determining public information objectives. Incumbent uses judgment in applying guidelines to various public information areas that involve several variables such as type of group and information involved.

Responsibility:

Incumbent makes decisions and recommendations pertaining to various facets of public information in a state park such as nature center development, local community presentation and park programming. Incumbent works independently, reporting to the property manager or central office at own discretion.

Personal Work Relationships:

Contacts are made with employees of various governmental agencies, the media and with the general public. The purpose of these contacts is to explain or interpret natural phenomena, to coordinate programs, and to carry out policies of the Department of Natural Resources. Incumbent is in contact with the public to provide information about the state park area.

Working Conditions:

Approximately half of the incumbent work is performed in an office environment with the other half is performed in an outdoor situation. When in the field, the incumbent may perform work in inclement weather conditions.