

 <p><b>STATE OF INDIANA</b> CLASSIFICATION SPECIFICATION</p>	<b>Class Title:</b> Naturalist Aide 3		<b>Class Code:</b> 003BA3
	<b>FLSA Status:</b> Non-Exempt	<b>Salary Schedule:</b> COMOT 3	<b>Effective Date:</b> 8-16-13
	<b>Summary:</b> Incumbent serves in a staff support function under a Naturalist or Property Manager in a state park assisting in providing park visitors and local citizens with information and programming concerning various aspects of the state park area.		

**Duties:**

- Assists in maintaining and developing artifacts, exhibits and natural phenomena, frequently working independently on assigned projects;
- Assists in planning and carries out programs both for park visitors and for local citizens including presentation of artifacts, slide shows, hikes and demonstrations;
- Assists in the maintenance and development of the nature centers;
- Assists in researching topics and information involved in program planning;
- Performs related duties as required.

**Job Requirements:**

- Working knowledge of recreation planning and development;
- General knowledge of plants, animals and natural formation in the park;
- General knowledge of program and exhibit presentation;
- Ability to communicate orally and to present programs in a cohesive and interesting fashion.

**Difficulty of Work:**

The work is of moderate complexity consisting of varied but standardized tasks, processes and operations.

**Responsibility:**

Incumbent makes choices working independently on a wide variety of non-standardized projects such as programs, hikes or exhibit research and presentation. Incumbent is given general project assignments which require judgment in choosing applicable methods. Errors in work are tolerable wherever discovered; the chief consequence is limited to loss of time or minor inconvenience to a member of the public. Work is reviewed in process at critical stages or upon conclusion.

**Personal Work Relationships:**

Incumbent is in contact with the public to present information and exhibits concerning the state park area.

**Working Conditions:**

Incumbent works indoors and outdoors in an adequate environment and with no abnormal physical demands.