



PARK NATURALIST

DEFINITION

Under general supervision, performs a variety of landscape and facilities maintenance, cares for animals at the Canyon Park's Nature Center, provides educational tours of Canyon Park and land management for Hillside Wilderness Preserve.

This position may be either full time or part-time. The part-time position is with statutory benefits only; position may work up to 28 hours per week and CalPERS exempt.

SUPERVISION EXERCISED

None

EXAMPLES OF DUTIES

Duties may include but are not limited to:

Maintain trails, walks and parking areas, including weeding, mowing, debris removal, planting and plant removal; operate edger's, hedge trimmers, clippers, sprayers and other equipment. Reconstruct trails to control erosion. Remove graffiti.

Patrol local and wilderness parks ensuring safety and protection of people, plants and animals.

Restore and preserve native plants, remove invasive species; design, maintain and install interpretive signs.

Survey and maintain records of wildlife and plants.

Develop and revise curriculum for educational tours of Canyon Park and the Nature Center; assist with community programs and events.

Develop and conduct outreach programs to encourage schools, non-profits, individuals and community groups to participate in educational tours; schedule, bill, record and respond to tour requests.

Collaborate with various departments and assist with city events.

Develop, order and distribute educational materials; safely lead tours.

Park Naturalist Job Classification

Created July 29, 2015

Revised December 14, 2017

Page 2 of 3

Recruit and train volunteers to lead educational tours; maintain volunteer records and hours.

Feed animals and clean enclosures.

Develop and manage displays highlighting the environment and natural history; sell merchandise and maintain inventory.

Issue citations as necessary.

Perform related duties as assigned.

KNOWLEDGE, ABILITIES AND SKILLS

Knowledge of:

Methods, techniques and equipment used in park, landscape and facilities maintenance and animal care.

Standard safety practices required in park, landscape and facilities maintenance and tours of same.

Supplies and equipment used in maintaining parks and animals.

Record keeping and reporting.

ABILITY AND SKILL TO:

Operate a variety of tools, equipment including power mowers, blowers, sweepers, edgers, hedge trimmers, clippers, chain saws, chippers and sprayers.

Operate a 4 X 4 vehicle.

Operate office equipment including computers, copying machines and phone systems; ability to use radio communications with proper codes and phonetics.

Respond to questions from the public and staff.

Plan and organize work to meet schedules and timelines.

Recruit and train volunteers.

Communicate clearly both orally and in writing.

Work weekends, holidays and special events.



Park Naturalist Job Classification

Created July 29, 2015

Revised December 14, 2017

Page 3 of 3

Perform duties of an emergency worker in the event of a natural or other disaster.

QUALIFICATIONS

Any combination of education and experience that would provide the required knowledge, abilities and skills is qualifying. A typical way to obtain the qualifications would be:

High School graduation and one (1) experience in natural resources, park and/or grounds maintenance and/or animal care experience. College coursework in biology, natural sciences, forestry, environmental science, law enforcement or public administration highly desirable.

LICENSE OR CERTIFICATE

Must possess or have the ability to obtain an appropriate CA DL and a satisfactory driving record; American Red Cross certifications in C.P.R./ First Aid and Automated External Defibrillator (AED) Essentials.

Ability to obtain PC 832 Certificate within one (1) year of appointment.

ESSENTIAL JOB FUNCTIONS/A.D.A.

Ability to operate computer, calculator, telephone, portable radio, copying machine and light equipment used in maintenance operations

Ability to understand and respond to the public's and staff's requests for assistance both on the phone and in person

Ability to prepare reports, perform mathematical calculations and sort/file documents

Ability to sit, stand, walk and hike for two hours at a time

Ability to lift up to 90 pounds

Ability to get from one location to another in the course of doing business

Ability to work outdoors in all weather conditions including hot with sun exposure, cold and wet

