

Clinton County, Iowa
Job Description
Conservation Department

Job Title: AmeriCorps Seasonal Naturalist	Reports to: Director
Department: Conservation	Pay Grade: \$8.23/hour plus educational stipend at end of service.
Revision Date:1/29/2021	Not County Position, employed by Iowa State University

Summary: Under supervision, provide assistance to the Clinton County Conservation Environmental Education department. Plans, develops, coordinates, and presents environmental education and interpretive programs for schools, youth and adult groups, and the general public; develops written, audiovisual, and display materials.

Essential Duties: Essential job duties for this position include the following items. Other duties must be performed as assigned or required.

- Complete 900 hours of work over an 8-month period starting in March 2020 through October 2020 (dates are flexible to an extent).
- On average, work four 8-hour days per week. Mainly weekdays in the spring and fall seasons with some evenings and Saturdays during summer.
- Float between Conservation headquarters, Rock Creek Park, Eden Valley Park, and other conservation areas.
- Attend Spring Iowa Association of Naturalists workshop, at CCC expense.
- Assist, create and lead Environmental Education Programs.
- Maintain displays in our nature centers including caring for live animals.
- Help edit and prepare articles for *The Heron*, the Clinton County Conservation Newsletter.
- Lead field trip stations such as paddling, caving, animal encounter, pond study, hiking, birding, archery and team building.

- Assist in occasional resource management activities such as prescribed prairie burns or trail maintenance.

Qualifications: To perform this job successfully, the AmeriCorps Seasonal Naturalist must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the minimum knowledge, skills and ability required.

Experience/Education: High School diploma or its equivalent (or be in the process of obtaining). College coursework, college degree or equivalent experience preferred. Must be proficient in Microsoft Office and Internet/Social Media

Certificates, Licenses and Registrations:

- Possess valid driver's license

Language Skills:

- Ability to read and comprehend simple instructions, short correspondence, and memos.
- Ability to write routine reports and correspondence.
- Ability to communicate effectively with other staff and the general public.

Physical Demands:

- Standing – Approximately greater than 2/3 of on-the-job time.
- Walking – Approximately between 1/3 and 2/3 of on-the-job time.
- Sitting – Approximately less than 1/3 of on-the-job time.
- Use of hands to finger, handle or feel – Approximately greater than 2/3 of on-the-job time.
- Reaching with hands and arms – Approximately between 1/3 and 2/3 of on-the-job time.
- Climbing or balancing – Approximately less than 1/3 of on-the-job time.
- Stooping, kneeling, crouching or crawling – Approximately less than 1/3 of on-the-job time.
- Talking or hearing – Approximately greater than 2/3 of on-the-job time.
- Tasting or smelling – Approximately less than 1/3 of on-the-job time.
- Weight lifted/Force exerted – Occasionally requires lifting of objects up to 50 pounds. Occasionally up to 100 pounds.
- Vision – Close vision (clear vision at 20 inches or less); Distance vision (clear vision at 20 feet or more); Peripheral vision (ability to observe an area that can be seen up and down or to the left and right while eyes are fixed on a given point); Depth perception (three-dimensional vision, ability to judge distances and spatial relationships); Ability to adjust focus (ability to adjust the eye to bring an object into sharp focus).

Work Environment:

- Environmental – Frequently exposed to outdoor weather conditions. Occasionally exposed to wet or humid conditions, work near moving mechanical parts; work in high, precarious places; fumes or air borne particles; outdoor weather conditions; extreme

cold and extreme heat. Occasionally exposed to toxic or caustic chemicals; risk of electrical shock and vibration.

- Noise –Moderate to Loud (example: jack hammer work, Large earth moving equipment)

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.

ACKNOWLEDGEMENT: I acknowledge that this position description was reviewed with me and a copy was provided to me. I agree that I can successfully perform the essential functions and responsibilities listed above with or without reasonable accommodation.

Employee's Signature

Date