



Knox County Park District – Natural Resources Manager/Naturalist

The Knox County Park District is seeking a full-time Natural Resources Manager/Naturalist, who will provide natural resources management and education opportunities to the public for Knox County Park District.

This is a year-round, Exempt position, which reports to the Park District Director but works mostly independently. Hours worked are as necessary; usually between 7 a.m. and 5 p.m., Monday through Saturday. Available to work occasional, non-standard work hours (before 7 a.m. or after 5 p.m. and/or on Sundays) as needed and for Park District sponsored events.

The Knox County Park District Offers a competitive benefits package including medical and dental insurance; paid leave time including vacation, personal and sick leave; paid holidays; and Ohio Public Employees Retirement System contributions.

Essential Functions:

- In conjunction with the Director, work a schedule in order to perform all essential functions.
- Develop and implement Park District's natural resources management plan for all lands, woodlands, ponds and wildlife.
- Coordinate prescribed fire in grassland/prairie ecosystems.
- Coordinate and expand white-tailed deer management program.
- Manage non-native and/or invasive species in all ecosystems.
- Conduct plant and wildlife surveys, develop database to record data.
- Conduct release cuttings in planted trees.
- Develop future trails, layout, design and signage needs for all trails.
- Develop collaborative partnerships with federal, state and local organizations to accomplish natural resources management.
- On-going, timely newsletter articles (in-house and media) regarding natural resources management.
- Coordinate and oversee Park District's Volunteer program – recruit, train, develop and evaluate.
- Coordinate and oversee Park District's Volunteer citizen-science projects, implement new projects.
- Coordinate and oversee Park District's Intern program. Assist in hiring, scheduling and supervising Interns.
- Coordinate, oversee and expand Boy Scout Eagle Scout projects.
- Coordinate KCCC ROTC workdays.
- Develop and implement regular, on-going educational and recreational programs for the public and target audiences. Walks, hikes, bike trail and river programs, K-12 school programs, after-school programs and summer day camps.
- In conjunction with Director maintain memberships, certifications and serve on advisory boards to augment the Natural Resources Manager – Naturalist position and help further the mission of the Knox County Park District.

EDUCATION/EXPERIENCE:

Bachelors of Science in Ecosystem/Wildlife Management and a major/minor in Environmental Interpretation. Six months related experience preferred.

CERTIFICATES, LICENSE, REGISTRATIONS: Pesticide Applicators License, Prescribed Fire coursework/certification preferred.

OTHER REQUIREMENTS:

1. Maintain current, valid Ohio driver's license and suitable driving record.
2. Submit to a background check and physical.
3. When scheduled, regular and timely attendance.
4. Present a personable and professional image to Park District public and volunteers.
5. Available to work non-standard work hours as needed and Park District sponsored events.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before Park District personnel, volunteers and/or public.

MATHEMATICAL SKILLS:

Ability to calculate figures using addition, subtraction, multiplication, division and percentages.

REASONING ABILITY:

Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

COMPUTER SKILLS: Ability to send and receive email. Proficient in Microsoft Office Suite.

PHYSICAL DEMANDS:

Ability to stand and walk during work hours and ability to lift up to 50 pounds, or up to 100 pounds with assistance.

WORK ENVIRONMENT:

Ability to work in outdoor weather conditions (including extreme cold and heat and/or high humidity); ability to work near moving mechanical parts, work where may be exposed to fumes or airborne particles, work around toxic or caustic chemicals, work in a loud environment due to equipment noise and vibration due to nature of job (mowing, chain saw work, etc.), work where there is a risk of electrical shock. On occasion must work in high, precarious places.

The above job description is not intended to be an all-inclusive list of duties and standards of the position. The Natural Resources Manager/Naturalist will follow any other instructions, and perform any other related duties, as assigned by the Director.

Please send letter of interest and resume to Courtney Lower, Knox County Human Resources Director, 117 E. High St., Suite 257, Mount Vernon, OH; or email courtneylower@co.knox.oh.us.

The Knox County Park District is an EEO Employer.