



Montana Natural History Center

Your Base Camp for Discovery

Our Mission is to promote and cultivate the appreciation, understanding and stewardship of nature through education.

Position Title:	<u>Naturalist</u>
Position Category:	<u>Full-Time Non-Exempt (40 hours/wk)</u>
Start Date:	<u>Open until filled (March 1, 2009 Target Date)</u>
Salary:	<u>\$11.00/ hour</u>

I. **Scope of Position:**

Naturalist will provide instruction for programs of the Montana Natural History Center. Duties will include teaching, curriculum assessment and development, material prep, working with volunteers and interns, collections development and care, and other duties as assigned.

II. **Specific Responsibilities:**

1. Lead educational activities with the Visiting Naturalist in the Schools program, Summer Science Discovery Day Camps, Center Tour program, Watershed Science Festival classes, and Discovery Learning Trunks.
2. Lead additional special-request programs and interpretive programs in schools or in the field and provide support for other MNHC programs (lecture series, Saturday Discovery Days, etc) as needed.
3. Provide evening programs and field-based programs for Traveling Elderhostel.
4. Assist with preparation and maintenance of materials for lessons , other educational resources and collections
5. Assist with training, supervision and recognition of interns and volunteers.
6. Assist with teacher and educator workshops.
7. Assist with evaluation of programs and curricula.
8. Maintain communication with appropriate staff and teachers.
9. Contribute as appropriate to the website content, to Field Notes, and Montana Naturalist magazine.
10. Other duties as assigned.

III. **Minimum Qualifications & Requirements**

- a) Proficiency in natural history knowledge including a broad knowledge of native flora and fauna, cultural history of the region and understanding of ecological processes

and systems common in the region. Special expertise in the areas of native plant ecology and aquatic ecology desirable.

- b) Practical knowledge of methodologies in natural history education: i.e. place-based, inquiry-based, project-based and interdisciplinary learning, service learning, hands-on approach to learning, etc.
- c) Experience: Minimum 3 year naturalist experience in the role of a teacher/educator both in the field and in the classroom.
- d) Experience teaching a wide range of audiences from young children to adults.
- e) Proven ability to deliver educational and interpretive natural history programs such as nature walks, field trips, and group presentations on a wide range of topics.
- f) Proven ability to plan and implement educational activities through curriculum writing.
- g) Proven oral & written communication skills. Proven organizational skills.
- h) Computer skills: Word for reporting. Excel, PowerPoint, MS Publisher a plus.
- i) Basic naturalist skills: i.e. proven proficiency with and ability to use binoculars, weather instruments, aquatic and terrestrial insect nets, maps, compasses, GPS units, field journals, microscopes, etc.
- j) Valid drivers license, clean driving record and willing to use personal transportation (will be reimbursed for mileage)
- k) Minimum B.A. or B.S in related field (i.e. Wildlife Biology, Biology, Environmental Science, Conservation, Environmental Education, Botany, etc.), M.S. is preferred.

IV. Reporting Relationships

Naturalist reports to Education Director.