

MARIN COUNTY OFFICE OF EDUCATION

CLASSIFIED POSITION DESCRIPTION

RANCH NATURALIST

DEFINITION:

Under general supervision prepares for classroom and outdoor training and instruction at the Walker Creek Ranch Outdoor Education Facility. Participates and assists in lesson planning and carrying out supervisor-assigned tasks to reinforce instruction of students. Performs a wide variety of tasks related to Ranch operations and provides general assistance to students while at the Ranch.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks, which may be found in positions within this class. Job descriptions are written as a representative list of the ADA essential duties performed by the entire job classification. Typical tasks include:

- Interprets the environment either in the classroom or outdoors (trail and garden), reinforcing instruction in natural science, ecology, conservation and environmental education, leadership and interpersonal skills, community living processes, early California history, and geography.
- Interacts with students in their outdoor training activities, encouraging the learning process, observing progress, and sharing observations with program leader and classroom teachers.
- Participates in curriculum and activities planning, staff meetings and conferences.
- Assists in the health and safety activities of the Walker Creek Ranch Outdoor Education Program.
- Gives guidance to and assists Cabin Leaders and Naturalist Interns in their assigned activities, assuring equitable treatment of all students.
- Assists in operation of kitchen, dining room, supervising set-ups and clean-ups.
- Assists in the organization and execution of recreational and evening activities.
- Performs other duties as assigned requiring essentially the same effort, skill and responsibility when program requirements are changed or modified.

MINIMUM QUALIFICATIONS:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

TRAINING EDUCATION AND EXPERIENCE

Any combination of education, training, and/or experience which demonstrates ability to perform the duties as described. A typical career pathway would include graduation from High School or equivalent and study in the natural sciences equivalent to one year of College-level work. Positions in this class are required to possess and maintain a valid California driver's license.

KNOWLEDGE OF:

- Environmental education curriculum and California 5th/6th grade Science standards
- Proper lifting techniques;
- Specialized knowledge in garden and/or animal care may be useful.

SKILLS IN:

- Management of students in an outdoor education residential program, including small and large groups;

ABILITY TO:

- Speak and write effectively;
- Work cooperatively with school personnel, students, staff and guests;
- Utilize sound judgment and problem solving skill;
- Plan and facilitate recreational, team-building, and environmental education activities;
- Facilitate conflict resolution between students and foster a safe learning environment;
- Implement the natural history interpretative curriculum of the Walker Creek Ranch Outdoor Education program;
- Use a variety of instructional techniques and strategies;
- Administer First Aid and CPR;
- Maintain and improve professional skills and knowledge, applying training information to on-the-job work activities;
- Be flexible and receptive to change.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions:

- Regularly required to talk and hear;
- Uses hands to finger, handle, or feel;
- Reaches with hands and arms;
- Frequently required to bend over, grasp, reach overhead, kneel, crouch, stoop, twist, climb, balance or sit;
- Continually required to stand and walk on uneven terrain, both uphill, and downhill;
- Frequently lifts, carries, or moves up to 25 pounds;
- Occasionally lifts or carries up to 50 pounds;
- Possesses sufficient stamina necessary to perform physical tasks;
- Vision abilities required include close, color, and night vision, and ability to adjust focus.

Work Environments:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee:

- Regularly works in outdoor environmental conditions with exposure to heat, cold, wind, and/ or rain;
- Occasional exposure to plant or animal materials which may cause skin irritation or allergic reaction;
- Infrequent exposure to livestock or other animals in a natural setting where caution and/or avoidance are the preferred interaction.

121217 – Labor Grade 8, Salary Range 38 – Ranch Naturalist