



Field Institute Naturalist

The Field Institute Cave Naturalists provides educational programs for the public, which may include school education programs, guided hikes, and astronomy programs. Naturalists may also sell Conservancy merchandise and memberships and provide park information and services in the Park Visitor Centers.

FLSA STATUS: Overtime Non-exempt

EMPLOYMENT TYPE: Seasonal

Department: Field Institute

Reports to: Field Institute Manager

ESSENTIAL DUTIES & RESPONSIBILITIES include but are not limited to:

- With proper training and guidance, develop, write, and deliver interpretive programs to the public as well as private and tour company groups throughout the park in subjects including but not limited to Crystal Cave, Living History, geology, and park flora and fauna.
- Input program statistics after the delivery of every program
- Continually develop knowledge and understanding of the National Park Service (NPS) and the Sequoia Parks Conservancy (SPC) missions, policies and procedures, and park facilities and features.
- Adhere to the policies and procedures of SPC and the NPS
- Adhere to and engage in SPC safety procedures and safety program
- Learn, adhere to, and engage in the Standard Operating Procedures (SOPs) of SPC and the Field Institute
- Continually develop knowledge and understanding of the natural and cultural history of Sequoia and Kings Canyon National Parks.
- Promote SPC mission, programs, membership, merchandise, services, and fundraising efforts.
- Provide accurate and complete information to park visitors
- With proper training and guidance, correctly operate an electronic point-of-sale (POS) system
- Correctly distribute change to park visitors making purchasing in in-park stores
- Continually stock and clean merchandise throughout the in-park stores
- Clean and maintain restrooms under SPC responsibility (at this time, Crystal Cave and Beetle Rock facilities)
- Conduct daily vehicle inspections of SPC vehicles
- Wear and maintain a SPC uniform
- Maintain valid first-aid, CPR, and AED certifications
- Maintain a clean and valid driver's license
- Work weekend, holiday, and night-time hours

SECONDARY DUTIES include but are not limited to:

- Participate in early season deep cleaning and organizing of work sites
- When needed, staff visitor center information desks throughout the parks and provide accurate and complete information to park visitors
- Assist with SPC administration duties when requests
- Post information flyers throughout the park
- Maintain clean and organized workstations

REQUIREMENTS

- Experience in guiding and resource interpretation preferred
- Excellent communication and speaking skills
- Experience speaking to large groups
- Teaching experience preferred
- Acting or performing experience desired
- Degree or equivalent experience in education, science, and/or history
- Current first-aid, CPR, and AED certification
- Experience with Microsoft Office and Google Suite
- Secondary language desired

SUPERVISORY RESPONSIBILITIES

None

PHYSICAL DEMANDS

This position is physically demanding. Employees must be able to walk a half-mile up a steep grade on an uneven surface in twenty minutes multiple times per day under air quality conditions that may range from moderate to unhealthy and temperatures up to 100 degrees. They must also be able to carry a loaded daypack on the cave trail and move heavy inventory, such as telescopes. This position works primarily outdoors.

REQUIRED TRAINING OR CERTIFICATIONS

First Aid

CPR

AED

Wilderness First Aid

WORK ENVIRONMENT

Maintained trails, cross-country routes, and buildings in Sequoia and Kings Canyon National Parks and USACE Lake Kaweah, as well as various outdoor settings, including favorable and inclement weather, varying air quality, and potentially high temperatures. The work environment includes working and driving in early morning, daytime, evening, and nighttime conditions. Working in the parks exposes employees to unpredictable and potentially dangerous situations. Examples are rockfall, lightning, working at night, wildlife encounters (bees/wasps, black bears, etc.), or driving at night.

TOOLS/EQUIPMENT USED

Computerized cash register with POS system, hand truck, ten key calculator, NPS phone system, computer, and tablets with Microsoft and Google products. May also drive a company vehicle (if authorized). Employees may be required to drive personal vehicles for official business.

GUIDELINES FOLLOWED

National Park Service regulations, SPC Employee Handbook, SPC Safety Program, and other handbooks and manuals as instructed.

EQUAL OPPORTUNITY EMPLOYER

SEQUOIA PARKS CONSERVANCY IS AN EQUAL OPPORTUNITY EMPLOYER Sequoia Parks Conservancy is an equal opportunity employer. We do not discriminate against any applicant based on race, religion, color, national origin, gender, sexual orientation, gender identity or expression, genetic information, age, disability, marital status, or veteran status.