

NATURALIST – Position #K0239787

If you're looking for a rewarding career, working alongside dedicated colleagues who share your conservation values and love of outdoor recreation, you'll feel right at home with the Kansas Department of Wildlife and Parks (KDWP). As a member of the KDWP State Parks team, you'll work together to ensure our citizens enjoy and appreciate the state's diverse natural resources. KDWP offers competitive pay; paid sick, vacation, maternity and paternity leave; and first day health insurance and retirement benefits.

We welcome diversity because a diverse workforce makes us stronger. Please take a moment to read the job announcement below and consider the possibilities.

This unclassified, full-time position is located in the Parks Division in the Flint Hills Trail State Park and may require the successful candidate to reside near a specific location on the Flint Hills Trail. The position is directly supervised by Trent McCown, State Park Manager Supervisor II.

The incumbent conducts day to day activities in interpreting to the public history of the trail systems. Responsible for conducting programs to the public about the trail and history of the trail. Assists the public and promotes awareness of laws, regulations, flora and fauna of the area, and resource management principles, in a professional manner, to visiting public and constituent groups. Helps develop and maintain interpretive and general information exhibits and signage for area. Serves as a representative and attends trails conferences and events. Assist with planning and conducting public events and special events on and off-site.

This position is primarily responsible for daily public contact and supervision of temporary staff and volunteers involved with work on the trail systems and associated facilities of Flint Hills Trail and Prairie Spirit Trail State Parks. Work may fluctuate between the two trail systems. The position works either independently or alongside or supervising crews of temporary and volunteer staff and is involved in development of additional trail-related facilities and project development. Includes the maintenance of the trail corridors, trail surfacing, and recreation sites. Maintains trail corridors, drainage structures, fencing, access areas, and trail surfacing to ensure sustainability and public safety. Assists the public and promotes awareness of safety while using the trail. Knowledge and ability to operate, repair, and maintain equipment, including tractors, trucks, trailers, mowers, skid steers, excavators, loaders, trimmers, chainsaws, UTV's and ATV's, shop equipment, and hand and power tools to achieve work goals. Estimates materials and manpower needed for projects including daily maintenance and special projects. Transports materials and equipment to work sites in safe manner. Responsible for operating and maintaining equipment and facilities in the best manner and inspects the same for public and employee safety.

Performs skilled and unskilled work including installing, cleaning, and repairing restrooms, equipment, lighting fixtures, electric fixtures, water lines, lavatories and stools and other site facilities. Forms, orders, pours concrete for sidewalks, and trail features meeting ADA requirements and safety standards. Helps construct, maintain, and paint buildings, shelters, picnic tables, gates, fences, signs, kiosks including adherence to pertinent ASHTO, OSHA and ADA guidelines. Adheres to required personal protective device and equipment use. Must be able to demonstrate and train others in the use of such safety equipment.

Develops and uses good principles of communications with the public and landowners to meet management goals. Develops a knowledge of area natural, cultural, and historic resources and conducts interpretive activities and programs of those resources. Includes the maintenance of the trail corridors, trail surfacing, and recreation sites. Identifies and controls vegetation including native trees and shrubs, herbaceous plants, invasive plants, and noxious weeds. Assists with statewide events at other locations. Attends training seminars, schools, in-service training relevant to facilities, equipment, trail management, safety, interpretation, and other topics as needed. Position is responsible for maintaining and submitting inventory verification records, use records, personnel time and leave activity reports, (both paper and electronic media), monthly reports for vehicles, visitation, fuel use, and related items. Conducts purchasing as necessary and according to state purchasing requirements and guidelines.

BENEFITS: Beginning hourly wage, \$20.65/hour; immediate group health and life insurance coverage; retirement; optional deferred compensation, dental and vision options; holidays; and sick, vacation, and parental leave.

MINIMUM QUALIFICATIONS: High school diploma or GED equivalent supplemented by a Bachelor's Degree in Park and Recreation Management, Natural Resources or other approved degree by KDWP. Experience in park and recreation, interpretation, education or history with an emphasis in the management of education/interpretative programs is desired. Experience in either a park and recreation, natural resources or education may be substituted for required education as determined relevant by the agency. Knowledge of teaching and communication techniques is preferred or any equivalent combination of experience and training which provides the knowledge and abilities necessary to perform the work. The successful candidate must pass a background check. The candidate must possess and maintain a valid, unrestricted Kansas driver's license. **Ability to physically perform work in the outdoor environment in different types of weather is a must.**

HOW TO APPLY: Go to the State Employment Center at <https://admin.ks.gov/services/state-employment-center> and follow the directions below:

- Click in the middle under the Sunflower. From there either **Sign** into your existing account or **Register** for a new account.
- **Review and complete** your contact information on the **My Contact Information** page. Please make sure to include your **email address**.
- **Upload documents** listed in the **Required Documents** section of this job posting to the appropriate location.
- **Complete and Submit** your application.
- **Check your email and My Job Notifications** for written communications from the Recruiter.
 - **Email** - the **email** listed on the **Careers>My Contact Information** page.
 - **Notifications** - view the **Careers>My Job Notifications** page

The following are the required items to apply:

- 1) a letter of interest
- 2) a detailed resume; **including a valid e-mail address**
- 3) transcript material, **if applicable**, (copies of official transcripts or unofficial student copies are acceptable as long as degree is conferred)
- 4) employment application – this is generated automatically by the information which is input into the system
- 5) an Authorization to Release Information form** (this can be found at the following website):
<https://www.ksoutdoors.com/news/KDWP-Info/Jobs/Employment-Application-Additional-Info>

****Please note, this form must either be witnessed and signed by a Kansas Department of Wildlife and Parks employee or signed in front of and notarized by a notary public. We reserve the right to conduct a background check on all qualified applicants.**

Incomplete applications will not be considered. A complete application packet must be submitted for each position. We no longer make copies of previous applications. Submitted application materials will be reviewed in Pratt to assure that the position minimum requirements are met, and those meeting the minimum requirements will be forwarded to the respective division for interview selection.

Applicants are notified whether or not they are selected to interview. The interview is generally a one-time, panel interview consisting of position-specific questions for all applicants (same questions for each applicant), with the selection being made after all candidate interviews are completed.

Veterans' Preference Eligible (VPE): Former military personnel or their spouse that have been verified as a "veteran" under K.S.A. 73-201 will receive an interview if they meet the minimum requirements of the position. The veterans' preference laws do not guarantee the veteran a job. Positions are filled with the best qualified candidate as determined by the appointing authority. Additional VPE information can be found at <https://admin.ks.gov/services/state-employment-center/veterans>. Applicants claiming veterans' preference for the first time must mail a copy of your DD-214 to the Office of Personnel Services, 900 SW Jackson, Room 401-N, Topeka KS 66612, or FAX to 785/291-3715.

DEADLINE TO APPLY – September 16, 2022

The State of Kansas is an Equal Opportunity Employer. We value diversity, equity, and inclusion as essential elements that create and foster a welcoming workplace. All qualified persons will be considered for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, political affiliation, disability or any other factor unrelated to the essential functions of the job.

If you wish to identify yourself as a qualified person with a disability under the Americans with Disabilities Act and would like to request an accommodation, please address the request to the recruiter.