



VACANCY ANNOUNCEMENT

<u>TITLE/GRADE:</u>	ENVIRONMENTAL EDUCATOR 1 *NY HELPS* / SG-14
<u>SALARY HIRING RATE:</u>	\$52,198 - \$66,634 + (\$3,400 Downstate Adjustment)
<u>WORK LOCATION:</u>	Roberto Clemente State Park 301 West Tremont Avenue, Bronx, NY 10453
<u>REGION:</u>	New York City Region
<u>NEGOTIATING UNIT:</u>	PEF - NU 05 (Professional, Scientific & Technical Service Unit)
<u>JURISDICTIONAL CLASS :</u>	Competitive
<u>TYPE OF APPOINTMENT:</u>	Permanent

DUTIES AND RESPONSIBILITIES:

Under the direction of the Park Manager & Environmental Educator 2, the Environmental Educator 1 will oversee educational programs and events at Roberto Clemente State Park (RCSP) and more broadly assist with regional education programming as part of the larger team. The incumbent will primarily focus on developing environmental programming and events including planning public programs, coordinating and teaching school field trips, pop-up programs and staff supervision. This role will also require coordinating and supporting regional environmental educational programs; and coordination with park operations at RCSP.

The Environmental Educator 1 is responsible for:

- Developing, conducting, publicizing, and evaluating environmental education field trips.
 - Preparing lesson plans for a wide range of ages and groups and developing teaching aids.
 - Coordinating field trips with school teachers, principals and other group leaders.
 - Evaluating the effectiveness of programs and revising and modifying courses in response to program needs, changes, deficiencies, and needs of particular groups.
- Creating regularly scheduled environmental education public programs
 - Facilitating early childhood and family programming
 - Planning and leading large scale events or festivals
 - Creating new public programs geared towards a wide range of audiences and contracting for equipment, performers, and presenters for public programs as needed.
- Working with representatives from schools, colleges, organizations, and the public to promote and coordinate the facilities and programs.
- Acquiring, cataloging, and maintaining specimens and other teaching materials for programs; managing and administering collections and exhibits.
- Recruiting and leading volunteer events focused on stewardship and park clean-ups.
- Promoting events by creating and distributing flyers, newsletters, , and emails.
- Creating regular social media posts highlighting environmental education events as well as other recreational events happening in the park and nature content.
- Working within a budget; purchasing and organizing materials and maintaining accurate inventory.
- Recruiting, training, and supervising seasonal educators and SCA members as needed.
- Working with the stewardship team researching and surveying natural and environmental history and community science data collection and monitoring.
- Performing a variety of administrative activities to support programs and/or park operations.
- Support education programs at other parks, including supporting a summer camp at Denny Farrell Riverbank State Park
- Participating in region-wide environmental education and stewardship initiatives, and working closely with volunteers, the community, and vendors to assure the Agency's mission is always met.



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MINIMUM QUALIFICATIONS:

Permanent Competitive Appointment: To be considered for permanent appointment, candidates must be reachable on the current Civil Service eligible list or be eligible for reassignment or transfer in accordance with Civil Service Law.

For Permanent Non-Competitive NY HELPS Appointment:

This title is part of the New York Hiring for Emergency Limited Placement Statewide Program (NY HELPS).***

To be considered for appointment through NY HELPS, or 55 b/c, candidates must meet the minimum qualifications for this position. The qualifications are:

Four years of experience in environmental conservation in a professional or technical capacity or professional teaching of environmental education AND one year of experience teaching about or interpreting the natural world.

SUBSTITUTION: An associate degree in a related field can substitute for two years of specialized experience; a bachelor's degree in a related field can substitute for four years of experience; a master's degree in a related field can substitute for five years of experience; and a doctorate in a related field can substitute for six years of experience.

***For the duration of the NY HELPS Program, this title maybe filled via a non-competitive appointment, which means no examination is required but all candidates must meet the minimum qualifications of the title for which they apply. At a future date (within one year of permanent appointment), it is expected employees hired under NY HELPS will have their non-competitive employment status converted to competitive status, without having to compete in an examination. Employees will then be afforded with all of the same rights and privileges of competitive class employees of New York State. While serving permanently in a NY HELPS title, employees may take part in any promotion examination for which they are qualified.

OPERATING NEEDS:

- Daytime, weekend, holiday, and evening work is required.
- Must have ability to work with a range of groups; special focus or experience in early childhood education a plus.
- Must have ability and willingness to handle and care for live animals.
- Must possess and maintain a valid driver's license that allows the candidate to legally operate a motor vehicle in New York State as a term and condition of employment.
- Spanish speaking candidates are encouraged to apply.
- Candidates will be required to report to other state parks throughout the region on an as needed basis.

BENEFITS:

Generous benefits package, worth approximately 65% of salary, including:

- **Paid Time Off:**
 - PEF: 44 days - 13 Vacation days, 13 Sick days, and 5 Personal Leave days, 13 Holidays.
 - PEF: Three (3) days of professional leave annually to participate in professional development
- **Health Care Benefits:**
 - Eligible employees and dependents can pick from a variety of affordable health insurance programs.
 - Family dental and vision benefits at no additional cost
- **Additional Benefits:**
 - New York State Employees' Retirement System (ERS) Membership
 - NYS Deferred Compensation
 - Access to NY 529 and NY ABLE College Savings Programs, as well as U.S. Savings Bonds
 - Public Service Loan Forgiveness (PSLF)
 - Paid Parental / Family Leave



New York State
Parks, Recreation and
Historic Preservation

VACANCY ANNOUNCEMENT

To learn more about our benefits, visit: <https://parks.ny.gov/employment/benefits.aspx>

TO APPLY:

If you feel you meet the minimum qualifications and the agency's operating needs, and are interested in being considered for this vacancy, you may obtain an Employment Application from your local park office, your region's administrative headquarters or you can download an application from the NYS Office of Parks, Recreation and Historic Preservation by visiting the website. Please email your application and resume to nycvacancies@parks.ny.gov. All qualified persons are invited and encouraged to apply.

It is the responsibility of each applicant to accurately describe their experience and demonstrate that they meet the minimum qualifications and agency operating needs.

POSTING DATE: 01/23/2025

APPLICATIONS ACCEPTED UNTIL: 02/06/2025

An Equal Opportunity/Affirmative Action Agency

