



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

CONSERVATION EDUCATOR I

Job Number: 21000102

Job Code: 71830V161016

Job Group: 7100 - AGRICULTURAL AND WILDLIFE SCIENCE

Job Established: 11/16/2011

Job Revised: 10/16/2016

Grade: 12	Salary (MIN - MID):	Special Entrance Rate:
	\$14,938-\$19,789 - Hourly	NONE
	\$2,427.44-\$3,215.72 - 37.5 Hr. Monthly Salary	NONE
	\$2,589.26-\$3,430.10 - 40 Hr. Monthly Salary	NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months. For additional information refer to: <http://www.lrc.ky.gov/kar/101/001/325.htm>.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Performs beginning level work in the presentation of conservation education programs or outdoor skills programs; learns to teach and conduct conservation education programs or outdoor skills programs including hunter education courses, boating education courses, aquatic education courses, archery or other shooting skills courses; represents KDFWR at community events; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree in a natural or physical science, education, recreation, or related field.

EXPERIENCE:

None

Substitute EDUCATION for EXPERIENCE:

None

Substitute EXPERIENCE for EDUCATION:

None

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must possess a valid driver's license prior to appointment in this classification. Must be at least 21 years old. Must obtain either a hunting or fishing license issued by the Kentucky Department of Fish and Wildlife Resources, a Hunter Education Card, and a certification in first aid and CPR during the first six months of employment. Must maintain any required licensure(s), certification

(s), or other credentials for the length of employment in this classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Learns procedures for arranging schedule of classes. Learns to present lessons on conservation of natural resources, conservation education programs, and outdoor and shooting skills. Provides instruction at conservation camps, or to the public, in outdoor and conservation related activities. Learns to recruit, train and supervise interim employees, volunteers, and camp counselors. Learns to prepare camp rosters and rosters of program students. May distribute and receive applications to attend conservation camp, collect and deposit money orders from campers. Research literature, pertinent to conservation programs, outdoor skills, and shooting skills, in preparing lessons. Learns how to prepare various reports and correspondence such as activity reports, budget reports, supply orders, and requests for information. Learns to operate, maintain, and inventory large amounts of assigned equipment including firearms. Learns and follows departmental rules, regulations, and policies.

UNIQUE PHYSICAL REQUIREMENTS:

Must be able to use firearms and archery equipment safely and proficiently, lift heavy objects, carry 25 pounds of equipment several hundred yards, and operate outdoors during inclement weather. Must be able to run, stoop, bend, push, pull, and lift heavy object or child from an unsafe place and traverse rugged terrain.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is performed in an outdoor classroom setting and on outdoor firing ranges. May work in residential camp setting with 200 campers per week.

ADDITIONAL REQUIREMENTS:

Applicants and employees in this job title maybe required to submit to a drug screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

THE COMMONWEALTH OF KENTUCKY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, SEXUAL ORIENTATION OR GENDER IDENTITY, ANCESTRY, AGE, DISABILITY, POLITICAL AFFILIATION, GENETIC INFORMATION OR VETERAN STATUS IN ACCORDANCE WITH STATE AND FEDERAL LAWS.