

Division of Parks and Recreation announces the opening of the following position:

Interpretive Specialist

Opening Date: October 6, 2014

Closing Date: Until Filled

SUMMARY: This is a one-year term seasonal position, with the possibility of extensions, with the Department of Natural Resources and Environmental Control, Division of Parks and Recreation, working out of the Central Office in Dover, DE. This position will consist of approximately 29 hours per week. The pay rate is \$10 per hour.

The position is responsible for supporting programming functions with Delaware State Parks. The incumbent will also support interpretive programming with school groups and the public at sites across the state as well as support marketing of key park events. Coordination of statewide programs such as Great Parks Pursuit, Trail Challenge, and developing programs will be required as well. Principle contacts are with the Chief of Interpretation, Nature Center Managers, Park Interpreters, Park Administrators, Park Superintendents, museums, historians, and support groups/organizations (e.g. friends groups).

ESSENTIAL FUNCTIONS:

- Researches and promotes interpretive programs.
- Coordinate statewide interpretive initiatives.
- Deliver interpretive programs to participants of all ages in a variety of contexts.

KNOWLEDGE, SKILLS, ABILITIES:

- Knowledge of existing Delaware State Park programs (Great Parks Pursuit, Trail Challenge, etc.).
- Knowledge of computer-aided graphic design equipment, scanners and printers.
- Knowledge of the principles, practices and techniques of interpretive writing and delivery.
- Knowledge of natural, cultural and historic resources.
- Skill in effective communications.
- Skill in marketing techniques and practices, including social media.
- Ability to plan, prioritize and meet goals and objectives.
- Ability to establish and maintain effective working relationships with a variety of people.
- Ability to take initiative in identifying problems and solutions.

JOB QUALIFICATIONS:

1. Experience in the planning and delivery of interpretive programs with adults and children.
2. Experience coordinating and promoting special events or initiatives.
3. Experience in cultural, historical, or natural resource research to provide context for exhibits, programs, tours, historical sites and artifacts.
4. Valid driver's license and reliable transportation.

BENEFITS: This is a seasonal position with no benefits. Direct Deposit of paychecks will be required as a condition of employment for new employees.

*The State of Delaware is an Affirmative Action / Equal Opportunity Employer

APPLICATION PROCEDURES:

Please send résumé, three references and a completed state seasonal application to:

Jon Wickert

Chief of Interpretation
Division of Parks and Recreation
152 South State Street
Dover, DE 19901
(302) 739-9184
(302) 739-6967 FAX

Note: applications are available on-line at:

http://www.dnrec.delaware.gov/parks/Home/Documents/Application_Seasonal.pdf