

COMMONWEALTH OF PENNSYLVANIA
invites applications for:



3201-C51-Environmental Interpretive Technician

The Commonwealth of Pennsylvania is proud to be an equal opportunity employer supporting workplace diversity.

SALARY:	\$14.91 - \$21.92 Hourly
JOB TYPE:	Civil Service Seasonal Full-Time
DEPARTMENT:	Fish & Boat Commission
LOCATION:	Philadelphia County
OPENING DATE:	02/05/18
CLOSING DATE:	02/20/18 11:59 PM
JOB CODE:	54080
POSITION NUMBER:	50546576
UNION:	AFSCME
BARGAINING UNIT:	B1
PAY GROUP:	ST03
BUREAU/DIVISION CODE:	Outreach, Education, & Marketing
WORKSITE ADDRESS:	John Heinz National Wildlife Refuge
WORKSITE ADDRESS:	8601 Lindbergh Boulevard
CITY:	Philadelphia
ZIP CODE:	19153
CONTACT NAME:	Carol Miller
CONTACT PHONE:	717-705-7826
CONTACT EMAIL:	carolmil@pa.gov
THE POSITION:	

OPEN TO ALL COMMONWEALTH EMPLOYEES.

This is a seasonal position; 37.5 hours per week with a varying work schedule, including weekends. Person will work from March 1 - December 15 and each year thereafter contingent on funding.

Assists in the operation of mobile First Catch centers, through the Guan Fishing Program. Serves as an instructor for associated education programs and outreach activities.

DESCRIPTION OF WORK:

Deliver angler education programming through the PFBC's I'm a SMART Angler and Family Fishing Programs.

Operate and maintain a mobile fishing center, which includes PFBC vehicle, trailer, and associated equipment.

Provide participants in informal education events by providing assistance, informal instruction, and guidance to new or inexperienced anglers.

Maintain and repair fishing and education equipment.

Assist Education Specialist (ES) in conducting Fishing Skills Instructor training for laypersons, classroom educators, recreation professionals, and leadership in social service organizations.

Assist participants in informal education and outreach activities.

Essential Functions:

1. Demonstrates excellent oral and written communication, sound reasoning, and group facilitation skills.
2. Sufficient physical strength and stamina to complete duties, including lifting and/or moving objects weighing over 50 pounds, sometimes overhead.
3. Works in various weather conditions and on various terrains, sometimes for extended periods of time, including nights.
4. Establishes and maintains effective working relationships with colleagues, program partners, volunteers, and participants of all ages and abilities.
5. Works independently with minimal supervision.
6. Develops and delivers environmental education and interpretive programs, publications, exhibits, and audio visual presentations.
7. Demonstrates knowledge and proficiency with PC-based computer systems and mobile devices, and a variety of social media platforms.
8. Travels frequently, with occasional overnight.

REQUIRED EXPERIENCE, TRAINING & ELIGIBILITY:

1. Meet the minimum experience and training required for the job: Educational development to the high school level or equivalent level supplemented by at least two college level courses in botany, ornithology, ecology, wildlife, mammalogy, entomology or related courses;

or

Any equivalent combination of experience and training.

2. Be a resident of Pennsylvania.
3. Be eligible for selection in accordance with Civil Service rules.

NECESSARY SPECIAL REQUIREMENTS:

- Valid Class C Driver's License
- First Responder First Aid as recognized by the PA Department of Health
- First Responder CPR as recognized by the PA Department of Health

EXAMINATION INFORMATION:

Applicants must meet one (or more) of the following methods(s) to be considered for this vacancy:

- Civil Service Lists (Fill by examination in accordance with collective bargaining.)
- Promotion Without Examination
- Transfer
- Reassignment
- Reinstatements
- Voluntary Demotion

Eligibility - Competitive Promotion Without Examination Only

CLASS RESTRICTIONS

1. Have held regular civil service status in one of the following classifications:

We will also consider applications from current Commonwealth employees in Pay Scale Group 2 for which there is a logical occupational, functional, or career development relationship to this posted position. All applicants must meet the minimum experience and training requirements.

Selection Criteria

1. Minimum experience and training required for the job.
2. Meritorious service; defined as (a) the absence of any discipline above the level of written reprimand during the 12 months preceding the closing date of the posting, and (b) the last due overall regular or probationary performance evaluation was higher than unsatisfactory or fails to meet standards.
3. Seniority, defined as a minimum of one year(s) in the next lower class(es) by the posting closing date of 02/20/18.

This section is issued for compliance with Management Directive 580.19, Promotion in the Classified Service without Examination.

Application Instructions

1. Interested qualified applicants **must** submit all requested materials as specified in the "How to Apply Section". **Failure to comply with these application requirements will eliminate you from consideration for this position.**
2. Additional information may be obtained by calling: (717) 705-7826.

How to apply: The following materials must be submitted with the online application by **February 20, 2018:**

1. Resume
2. Most Recent Employee Performance Review

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.employment.pa.gov/>

Position #1-2018-11256
3201-C51-ENVIRONMENTAL INTERPRETIVE TECHNICIAN
CM

OUR OFFICE IS LOCATED AT:
613 North Street
Harrisburg, PA 17120

jobs@pa.gov

An Equal Opportunity Employer

3201-C51-Environmental Interpretive Technician Supplemental Questionnaire

- * 1. Are you a current Commonwealth employee?

Yes No

* 2. Are you a resident of Pennsylvania?

Yes No

* 3. Do you currently hold regular Civil Service status as a Commonwealth employee?

Yes No

* 4. Do you possess a current/valid Pennsylvania Class C driver's license?

Yes No

* 5. Are you available to work from March to the middle of December?

Yes No

* 6. Are you able to work nights and weekends?

Yes No

* Required Question