

Specification for Class of

ENVIRONMENTAL EDUCATION/OUTREACH SPECIALIST 2

Abolished Initially Effective January 13, 2006

Abolished Final Effective February 10, 2006

Definition: Coordinates and/or implements professional environmental education or community outreach activities for a specific program such as Waste Reduction, Recycling and Litter Control, Toxics Cleanup, Water Resources, etc., within the Department of Ecology.

Distinguishing Characteristics: Positions at this level are assigned two or more of the following activities which constitute a majority of the total workload:

- 1) Makes presentations to students (K-12), the public, and/or government employees regarding environmental education or outreach information of a broad, general nature for the environmental program assigned;
- 2) Researches and selects appropriate educational/outreach materials or activities to be provided to teachers, students, other governmental entities, and/or the general public;
- 3) Researches and prepares materials such as curriculum, displays, brochures, facts sheets, pamphlets used for environmental education or outreach;
- 4) Plans workshops, conferences, seminars, meetings, and/or hearings for the specific program assigned;
- 5) Prepares educational and/or community outreach surveys or reports.

Typical Work

Coordinates and/or implements workshops, conferences, seminars, public meetings and/or hearings for disseminating required and appropriate information;

Determines the need for educational/outreach informational material for assigned program;

Reviews and comments on public participation plans and other related documents;

Interprets regulations, requirements, policies, plans, procedures and information for the public, other agencies and business/industry;

Researches/develops, updates and distributes educational outreach materials;

Prepares educational materials such as: brochures, fact sheets, pamphlets, displays and other educational/outreach materials;

Coordinates program information with various employees, managers, community leaders and the general public;

Serves on educational task forces and committees to research and develop educational/outreach activities;

Makes oral presentations of environmental information to various groups such as teachers, students, employees and the community;

Provides technical assistance related to Ecology education/outreach programs;

Assists managers in developing, implementing, and/or overseeing community outreach plans and/or activities;

Performs other duties as required.

Knowledge and Abilities

Knowledge of: educational theory and practices; general principles and practices of environmental technology and sciences; editing, composition and layout of educational and promotional materials; English grammar, punctuation and spelling; graphic arts, printing methods and terminology.

Ability to: prepare and produce environmental/educational/promotional materials; establish a rapport with agency personnel and member of the community; speak publicly; determine education/outreach program needs and select effective materials and techniques of disseminating a variety of information.

Minimum Qualifications

A Bachelor's degree involving a major study in an environmental, physical, or natural science, education, communications or closely allied field and one year of professional experience involving environmental analysis or control, environmental planning, environmental education, community outreach, or communications activities.

Additional qualifying experience will substitute, year for year, for education.

OR

A Master's degree or Ph.D. in one of the above fields.

OR

One year of experience at the Environmental Education/Outreach Specialist 1 level.

NOTE: Qualifying experience in environmental education/community outreach is defined as:

Experience creating or carrying out education projects for youth or adults on behalf of the environment, OR creating or carrying out projects to encourage citizen/student involvement.

Experience may include work as an educator; outreach or volunteer coordinator for nonprofit organization; public or private school teacher; education coordinator, information officer, public relations specialist or planner for a government agency or private sector form or association; or closely related title provided the work involved primarily: a) education related to environmental issues, or b) public involvement.

New class: 3-15-91