

Specification for Class of

ENVIRONMENTAL EDUCATION/OUTREACH SPECIALIST 3

Abolished Initially Effective January 13, 2006

Abolished Final Effective February 10, 2006

Definition: Independently plans, prioritizes, develops, and implements professional environmental education or community outreach activities for a specific program such as Waste Reduction, Recycling and Litter Control, Shorelands, Toxics Cleanup, Water Resources, etc., within the Department of Ecology; or serves as the statewide school program coordinator for "Away With Waste"; or within the Office of Information and Education coordinates and leads the agency-wide education team involved in establishing agency educational priorities and ensuring their accomplishment.

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

- 1) Plans and/or teaches workshops attended by professional educators;
- 2) Administers contracts with Educational Service Districts or contractors;
- 3) Oversees the development of all educational/outreach materials for the specific program assigned;
- 4) Provides expertise to local citizens, government officials, and/or educators for the purpose of designing and/or implementing of an environmental education/outreach program;
- 5) Prepares public involvement plans which outline public involvement issues, activities, and schedule of events;
- 6) Plans and conducts educational/outreach meetings or hearings involving specific Department proposals such as permit issuance, SEPA process, new or revised regulations, site cleanup;
- 7) Resolves and establishes a community outreach strategy for a specific program within a region or headquarters (as opposed to a single project or site);
- 8) Develops policies and procedures to ensure compliance with regulatory requirements for community outreach;
- 9) Supervises professional staff.

Typical Work

Develops, promotes, and implements school educational programs within a region which includes private and public schools and institutions of higher education;

Plans, prioritizes, and implements Ecology's environmental, multidisciplinary "Away With Waste" school program;

Oversees the development and implementation of a program's public education plan and community outreach strategy which includes the preparation of all the program's educational/outreach materials;

Develops environmental education policies, regulations and guidelines for a specific program; reviews the program and agency policies to ensure consistent application statewide;

Acts as the program's education representative and advocate;

Provides training to educators;

May supervise professional staff;

Performs other work 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; methods and techniques of determining needs for public information and outreach; methods and techniques of evaluating effectiveness of public education/outreach programs.

Ability to: organize, prepare, and present comprehensive public education/ outreach programs utilizing a variety of communication techniques and materials; advise management regarding program impact on community/industry; write and speak effectively; coordinate and/or supervise personnel; establish and maintain cooperative relations with constituent groups.

Minimum Qualifications

A Bachelor's degree involving a major study in an environmental, physical, or natural science, education, communications or closely allied field and three years 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 will substitute for two years of the required experience.

OR

One year of experience at the Environmental Education/Outreach Specialist 2 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 firm 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