

**SAN DIEGO COUNTY OFFICE OF EDUCATION  
Personnel Commission**

**CLASS TITLE:           OUTDOOR EDUCATION SPECIALIST, Grade 41**

**DEFINITION:**

Assists in implementing learning and recreational activities in an Outdoor Education school.

**REPRESENTATIVE DUTIES:**

This position description is intended to describe the general nature and level of work being performed by the employee assigned to the position. This description is not an exhaustive list of all duties, responsibilities, knowledge, skills, abilities, and working conditions associated with the position. Incumbents may be required to perform any combination of these duties. All requirements are subject to possible modification to reasonably accommodate individuals with a disability.

**ESSENTIAL FUNCTIONS:**

Organizes and conducts learning activities such as nature hikes, conservation projects, and craft activities, using established curriculum guides and materials related to a variety of subjects such as biology, ecology, astronomy, and conservation.

Leads learning activities with large and small student groups emphasizing established character development principles.

Leads students in activities such as games and quizzes to assess their grasp of materials presented.

Leads recreational activities such as songleading, art, music, campfires, storytelling, and games.

Enforces established rules and standards and applies approved disciplinary and safety standards to maintain student discipline and safety.

Supervises students in outdoor school living activities such as showers, cabin or work area cleanup, meals, and during rest periods.

Maintains equipment and learning areas within the site.

Administers emergency first aid as needed.

Attends and participates in meetings, trainings and other staff in-service activities.

Supervises students during instructional, recreational, meal time activities, and during cabin hours as needed.

Assists in maintaining garden and outdoor areas, trails and living areas; assists in ensuring site is kept clean and orderly.

Operates audio-visual equipment, two-way radio, microphone, telescope, microscope, and other related equipment.

**NON-ESSENTIAL FUNCTIONS:**

Performs other duties as assigned.

**KNOWLEDGE AND ABILITIES:**

**KNOWLEDGE OF:**

Current natural science and environmental education concepts  
 Effective child guidance practices and principles  
 Age appropriate recreational activities involving sports, games, arts, singing and crafts  
 First aid procedures for minor injuries  
 Proper English usage, grammar vocabulary, spelling, punctuation and sentence structure

**ABILITY TO:**

Implement lessons and materials for science and environmental education activities  
 Understand and carry out oral and written instructions in an independent manne  
 Understand and effectively relate to student needs in an outdoor education environment  
 Communicate effectively with students in small and large group settings and with adults  
 Analyze situations accurately and adopt an effective course of action  
 Effectively supervise groups of student groups in a variety of situations  
 Model communication and interactions that respect and include all individuals and their languages, abilities, religions, and cultures  
 Participate as part of a team  
 Operate standard office and classroom equipment

**EDUCATION AND EXPERIENCE:**

A combination of education, training, and experience equivalent to completion of college-level coursework in the natural sciences, recreation, education, or other related topics, and experience working in a residential outdoor education or recreation program with school-age children. Possession of an American Red Cross CPR and First Aid/AED certificate is required within 30 days of appointment.

**Working Conditions and Physical Demands**

Outdoor environment in which incumbents are regularly required to stand, walk on uneven terrain, sit, talk and hear to exchange information; use hands to handle objects or controls; reach with hands and arms at or above shoulder level; bend stoop push, pull, grasp, squat, kneel, twist, climb and balance to access materials and equipment; have strength, endurance and dexterity to participate in strenuous physical activities such as extended mountain hikes; lift and carry objects weight up to 25 pounds; withstand a wide variety of outdoor elements including bees, allergens, and adverse weather conditions,

Outdoor schools are located in the remote mountain areas of San Diego County. Must be available to work varying assignments in the 24-hour residential school schedule, including overnight assignments.

<b>Established</b>	<b>Approved by Personnel Commission</b>	<b>Revised</b>	<b>FLSA Status</b>	<b>Salary Grade</b>
05/84	05/84	06/97; 07/06; 07/09; 10/10; 07/16, 9/18	Non-Exempt	41