

SCIENCE OUTREACH PROGRAM SPECIALIST

Definition: In a science outreach program, using established curriculum guides and materials, provides learning activities and presentations to school children (Grades K -12) in a wide range of science topics; sets up school site visits, presentations and field trips, and maintains instructional materials and equipment.

Typical Tasks: Using established curriculum guides and materials, provides group learning activities and presentations to school children (Grades K -12) on a wide variety of science topics such as computer technology, water quality, the weather, conservation, natural history, agriculture and biology, ecology and geology; prepares and leads students in activities such as games and quizzes to assess their grasp of materials presented; supervises students during activities; contacts school site and other agency representatives to set up visits and determine topics to be presented; contacts teachers and parent volunteers to be present during site visitations; cleans and maintains all instructional equipment, and orders specialized equipment and replacing/repairing all teaching stations; organizes and sets up staff development activities related to the outreach programs; sets up and staffs informational booths in public venues; participates in hiring and training of Teacher Assistants; acts as a liaison with local business and public agencies who sponsor participating schools.

Minimum Qualifications: Knowledge of: the educational needs and interests of students in a wide variety of science areas (e.g., biology, ecology, geology, natural history, conservation, and agriculture). Ability to: present a variety of learning activities to individual students and small groups; be innovative, imaginative and creative in presenting materials to children; communicate effectively and establish rapport with children and adults; accept direction from school site administrators, teachers and other staff members; establish and maintain effective working relationships with others. Must be able to travel to school district and site locations throughout San Diego County.

Working Conditions and Physical Abilities: Indoor office setting and/or training sites. Driving a vehicle to conduct work. May be required to drive the Splash Science Mobile Lab and/or pull a trailer.

Must be able to hear and speak to exchange information; see to perform assigned duties; sit or stand for extended periods of time; possess dexterity of hands and fingers to operate computer and other office equipment; kneel, stoop, crawl, stretch, bend at the waist, and reach overhead, above the shoulders and horizontally, to retrieve and store files; lift computers and science lab equipment and materials weighing up to 50 pounds.

Experience and Education: Education, training or experience which demonstrates possession of the knowledge and abilities detailed above. An example of qualifying preparation would include completion of college-level course work in science, education or other related topics, and/or experience working in a similar education program. Possession of both education and experience qualifications is highly desirable.

Note: These are 10-month positions.

Established: 06/97

Revised: 02/05; 9/06

Approved by the Personnel Commission: June 19, 1997