

## **ENVIRONMENTAL EDUCATION SPECIALIST**

**Department:** Clinton County Solid Waste Management District

**Type:** 1 Part-Time Position/25-28 Hours Per Week

**Posted:** 02/26/2010

**Deadline:** Resumes Must Be Received by 4:00 p.m. on 03/12/2010

**Probationary Period:** 120 Days

**Bargaining Unit Position:** No

**Job Duties:** The Clinton County Solid Waste Management District is seeking qualified candidates for the part-time position of Environment Education Specialist. This position is responsible for developing and implementing classroom presentations on environmental programs to present to students within Clinton County and to the general public. Establishes environmental clubs and student organizations, develops recycling and other programs for school age children; provides resources and environmental expertise for school curriculum development. Develops and distributes brochures, newsletters, flyers for the Solid Waste Management District; serves as local contact for information concerning solid waste management opportunities in the county; identifies community resources critical to solid waste management. Assists in administering recycling and community service litter programs; supervises youths assigned to job crews for the juvenile community service/restitution program; coordinates work crew and equipment preparation, assures that job crew assignments and work site environments comply with the safety standards and practices.

**Minimum Qualifications:** Undergraduate degree in Environmental Science, Public Administration, Public Relations, Elementary Education or related field plus one (1) year of experience in administrative capacity, or an equivalent combination of education, training, and experience. The ideal candidate should also have the ability to exhibit excellent written and verbal communication skills, including public speaking and possess excellent organizational skills, and have a proven ability to handle simultaneous tasks. Must have proficient computer skills of Microsoft Office applications including Outlook, Power Point, Word and Excel. Must have a valid Ohio driver's license.

**Benefits:** Public Employees Retirement System (PERS); Deferred Compensation Plans (Supplemental Retirement Accounts); Sick Leave – prorated on hours worked; Direct Deposit; Healthy Work Environment – Clinton County provides a Smoke-Free and Drug-Free Workplace.

**Contact Information:** Submit Resume to:

**Clinton County Commissioners Office  
Clinton County Court House  
46 S. South Street  
Wilmington OH 45177**

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<http://co.clinton.oh.us/human-resources>*