

Operations Office
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www.ksoutdoors.com

Brad Loveless, Secretary

Laura Kelly, Governor

Seasonal Naturalist

This position is located at the Kansas Wetlands Education Center, in Great Bend, KS.

Responsibilities of this position will include but are not limited to:

- Animal care – handling, cleaning cages, feeding and watering
- Education programming – conducting in-person, and possibly virtual, nature-based programs
- Program assistance –preparation for programming, getting crafts and activities ready
- Garden maintenance – planting, weeding of pollinator garden
- Basic clerical duties – organizing and updating animal care sheets and educational materials, answering general questions from the public

Rate of pay: \$13.00/hr, with a maximum of 999 hours in the calendar year (This is a part-time position of 15-20 hours per week)

Minimum requirements: Must be at least 18 years of age and have a valid driver's license. Must possess basic computer skills. Must be willing to handle, or learn to handle, feeder insects, reptiles, amphibians and others.

How to apply: Complete a KDWP employment application located at <http://ksoutdoors.com/KDWP-Info/jobs> or at any KDWP office. Supplemental information (resume, cover letter, references, etc.) appreciated, but not required. Complete applications should be mailed to:

Kansas Wetlands Education Center
592 NE K-156 Hwy
Great Bend, KS 67530

Attn: Pam Martin

For further information contact Pam Martin at 620-566-1456, or pam.martin@ks.gov

CLOSING DATE: Open until filled. **Interested applicants should apply immediately. Starting date of Aug. 14-Sept. 1 preferred.**

Kansas Tax Clearance Certificate: Each applicant applying for a State of Kansas job vacancy must obtain a State Tax Clearance Certificate by accessing the Kansas Department of Revenue's website at <http://www.ksrevenue.org/taxclearance.html>. A Tax Clearance is a comprehensive tax account review to determine and ensure that an individual's account is compliant with all primary Kansas Tax Laws. Applicants are responsible for submitting their certificate with all other application materials to the hiring agency. This is in accordance with Executive Order 2004-03.

The Americans with Disabilities Act ensures your right to reasonable accommodations during the employment process – individuals with disabilities are encouraged to contact the agency recruiter if reasonable accommodations are needed for any part of the application or hiring process. Equal Opportunity Employer. Women and minorities are encouraged to apply.