

Job Level	Conservation & Youth Education Specialist	Professional Level II
Oversight Received	<ul style="list-style-type: none"> <li>* Has authority for program management decisions pertaining to strategy and direction, engagement of external partners plus CSFS staff and other state PLT Coordinators, marketing, grant funding, and volunteer PLT Facilitator management, and accountability for program budgeting/implementation and reporting.</li> <li>* Provide strategic vision and leadership to enhance organizational capacity by managing all aspects of the PreK-12<sup>th</sup> grade PLT program for formal and non-formal educators. This includes program development, fundraising, workshop planning and facilitation, implementation, networking, marketing, evaluation, record keeping and reporting and developing partnerships.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Limited supervision through review of work product</li> <li>▪ Periodic monitoring of work</li> </ul>
Problem Solving	<ul style="list-style-type: none"> <li>* Accountable for the allocation and tracking of a CSFS cash and revenue budget (less than \$30,000 annually).</li> <li>* Identify, train, develop and steward volunteer facilitators; this includes recruitment, training, utilization and stewardship of volunteer facilitators.</li> <li>* Identify, research and apply for grant funding, as needed.</li> <li>* Assist in the development of publications, online videos, social media posts and news media releases as required.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Applies concepts to resolve a variety of problems</li> <li>▪ Discretion to determine a course of action with review</li> </ul>
Interaction/ Communication	<ul style="list-style-type: none"> <li>* Serve as Colorado's coordinator with the national PLT program.</li> <li>* Serve on state and national boards and committees to establish statewide and national guidelines and direction for the program.</li> <li>* Lead efforts of, take direction from, and serve as member of Colorado PLT Advisory and Implementation Council, including scheduling meetings and related logistics. Ensure long-term viability of council, and ongoing engagement of members.</li> <li>* Present to individuals and/or groups about forestry, conservation/environmental education, wildfire mitigation, urban tree care or other relevant topics, as needed.</li> <li>* Seek and integrate the latest social science to facilitate the effective transfer of conservation education information to diverse audiences.</li> <li>* Foster effective working relationships with landowners, communities, co-workers, and partners in other agencies.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Communicates to a broad audience that may be outside of occupational discipline</li> </ul>
University Impact	<ul style="list-style-type: none"> <li>* Serves as a link between the CSFS State Office and agency areas/field offices for a broad range of outreach activities.</li> <li>* Provides conservation education expertise and support for the agency, landowners and cooperators as well as a diverse range of external partners including county, state and federal agencies; fire departments; non-governmental organizations; and other key stakeholders.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Working knowledge of University policies and systems</li> <li>▪ Impact is on work team or department</li> </ul>
Typical Education	<ul style="list-style-type: none"> <li>* BA or BS in education, biology, ecology, forestry, environmental education, natural resources, communications or non-profit management, or a related field.</li> <li>* Demonstrated success in program development, project management and evaluation.</li> </ul>	<ul style="list-style-type: none"> <li>▪ Working knowledge of University policies and systems</li> <li>▪ Bachelor's degree</li> </ul>