



PORTLAND GENERAL ELECTRIC

## Parks and Recreation Department

**Position Title: Parks Attendant, Interpretation and Education Technician**

Location: Estacada, Oregon. Timothy Lake, Mt. Hood National Forest. Madras, Oregon.

Department: Parks and Recreation, RC# 172

Duration: Seasonal. 4-5 months

Starting Pay: \$20.74-22.04

**APPLICATION DEADLINE:** March 19, 2023 or until filled.

*Passionate about teaching? Traveling? And the outdoors? All trails lead to this dream job as a seasonal Interpretive Technician in Oregon's beautiful Pacific Northwest and High Desert. Present programs, coordinate kids' and self-guided activities, schedule guest speakers, organize special events and assist with park operations in Portland General Electric's campgrounds. Bunk-style housing available at Timothy Lake near Mt. Hood.*

**Position Purpose:**

To support the implementation of the Interpretation and Education Strategies for the Clackamas River and Pelton Round Butte Hydroelectric Projects by developing and delivering interpretive and educational opportunities.

**Essential Job Responsibilities:**

- Prepare and present park-themed interpretive programs and family-friendly, hands-on educational opportunities. (25%)
- Support parks staff with park-themed kids' activities, assist with organizing special events and provide self-guided educational opportunities. (20%)
- Provide visitor services such as explaining rules, answering questions and providing information about the parks and surrounding areas. (10%)
- Initiate outreach to agencies and organizations to schedule guest speakers for evening programs, providing support or materials as needed. (5%)
- Develop and distribute marketing for park educational opportunities; contribute interpretive and informational content for social media, website and/or newsletters. (5%)
- Complete other tasks as assigned—may include assisting with park operations, administrative support, data collection and/or minor maintenance tasks. (35%)

**Communications:**

- Ability to communicate and coordinate activities with immediate supervisor, team members, volunteers and resource specialists.
- Ability to craft and present engaging, thematic educational programs that help connect visitors to the parks' natural, cultural and recreational resources.
- Ability to communicate park rules and regulations to park visitors.

**Challenges:**

- Effectively collaborate and maintain good working relationships with outside partnering agencies and organizations.
- Effectively navigate and facilitate conversations and constructively articulate perspectives involving controversial issues in a public setting.

- Effectively remain organized traveling to various park sites on a weekly basis—consistently managing time, resources and communications.

**Knowledge/Skills/Experience Required:**

- Excellent customer service skills and the ability to speak well with groups of varying ages and backgrounds.
- Coursework in the natural sciences, history, education, interpretation or related fields.
- Enthusiasm and passion for sharing knowledge with others.
- Knowledge and experience in using computers and related applications / technologies.
- Valid driver’s license and demonstration of good driving habits.

**Education and Experience:**

Qualified candidates should have knowledge and experience in park interpretation, educational programming, event planning, marketing and communications, visitor services and other administrative duties. Knowledge of Oregon natural, cultural and recreational resources and/or hydropower desirable.

**Physical/Mental Abilities and Processes:**

- Self-starter; ability to work independently and as a member of a team.
- Ability to stand or hike for long periods of time and work outdoors in various weather conditions.
- Ability to think and respond quickly, accurately and thoughtfully when faced with unexpected questions and unanticipated situations.
- Must be able to adapt to changes in work schedule and reporting location as well as be able to work nights, weekends and holidays.

**Notes:** Basic bunk-style housing is available at Timothy Lake in the Mt. Hood National Forest at no cost.

PGE is committed to diversity and inclusion in the workplace and is an equal opportunity employer. PGE will not discriminate against any employee or applicant for employment based on race, color, national origin, gender, gender identity, sexual orientation, age, religion, disability, protected veteran status, or other characteristics protected by law.

<p><b>TO APPLY</b></p> <p>Complete an online application: <a href="http://portlandgeneral.com/careers">portlandgeneral.com/careers</a>, “Parks Attendant.” Search for PGE jobs with “parks,” and apply for the “Parks Attendant” position.</p>	<p><b>Contact</b>  Dorothy Brown-Kwaiser, Park Education Specialist, 503-630-8139  <a href="mailto:dorothy.brown-kwaiser@pgn.com">dorothy.brown-kwaiser@pgn.com</a></p> <p><b>More Information</b>  <a href="http://www.portlandgeneral.com/parks">www.portlandgeneral.com/parks</a></p>
--	--

