



NYC Parks

CITY OF NEW YORK PARKS & RECREATION
SEASONAL JOB VACANCY NOTICE

Office Title: Nature Adventure Guide
Civil Service Title: Community Associate
Work Location: TBD

Duration: 12 weeks, starting June 4, 2024
Salary: \$26.37/hour
Number of Positions: 10

NYC Parks is the steward of over 30,000 acres of land — 14 percent of New York City — including more than 5,000 individual properties ranging from Coney Island Beach and Central Park to community gardens and Greenstreets.

We operate more than 800 athletic fields and nearly 1,000 playgrounds, 1,800 basketball courts, 550 tennis courts, 67 public pools, 51 recreational facilities, 15 nature centers, 14 golf courses and 14 miles of beaches. We care for 1,200 monuments and 23 historic house museums. We look after 600,000 street trees and two million more in parks. We are New York City's principal providers of recreational and athletic facilities and programs. We are home to free concerts, world-class sports events and cultural festivals.

The Urban Park Rangers' (UPR) mission is to link New Yorkers to the natural world through environmental education, outdoor recreation, wildlife management and active conservation.

MAJOR RESPONSIBILITIES

- Lead environmental education programs and activities for diverse audiences throughout New York City parks.
- Conduct public programming at multiple locations including flagship and local parks.
- Develop engaging environmental education programs for families with children.
- Conduct outreach to Friends of Parks groups, schools, day camps and other community organizations, as well as the general public to ensure high program attendance.
- Greet park visitors and provide information as requested. Answer phones, take messages, and provide customer service.
- Maintain nature center cleanliness including sweeping, mopping, dusting, removing garbage and other organizational tasks.
- Perform other duties as needed.

QUALIFICATION REQUIREMENTS

1. High school graduation or equivalent and three years of experience in community work or community centered activities in an area related to duties described above; or
2. Education and/or experience which is equivalent to "1" above.

PREFERRED SKILLS/QUALIFICATIONS

1. Experience related to natural science and/or environmental education.
2. Excellent communication, interpersonal and organizational skills.
3. Ability to prioritize multiple tasks and meet deadlines.
4. Experience with Microsoft Word and booking / scheduling programs and other events.
5. Valid New York State driver license and comfortable driving in New York City.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required for all other candidates within 90 days of hire.

Fees: Hired candidates will be subject to a processing fee of \$68.00. Hired candidates who are not currently employed by the City will be subject to an \$88.25 background check fee.

HOW TO APPLY Submit resume and cover letter to: ranger.recruitment@parks.nyc.gov or mail to:

Marc Sanchez
Urban Park Rangers
Attn: Nature Adventure Guide
1234 5th Avenue – 5th Floor
New York, NY 10029

Fax: 212-360-2794

If you have questions about the position or require a reasonable accommodation during the application process, call 212-360-2774 or email: ranger.recruitment@parks.nyc.gov

POST DATE: 02/04/2024 POST UNTIL: FILLED

Learn more at www.nyc.gov/parks/rangers

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: 212.504.4115