

**CLASS SPECIFICATION**  
**County of Fairfax, Virginia**

**CLASS CODE:** 3730

**TITLE:** NATURALIST IV

**GRADE:** S-25

**DEFINITION:**

Under administrative direction, manages a comprehensive agency level function that may include multiple county-wide programs or services and has responsibility for planning, administration, or coordination and supervision of programs, services, facilities, and or personnel OR directs the operation of a group of natural resource or horticultural parks.

**DISTINGUISHING CHARACTERISTICS OF THE CLASS:**

The Naturalist IV differs from the Naturalist III in that the Naturalist IV directs a comprehensive county level resource protection program including program activities, facilities or personnel that may include multiple county-wide programs or services or manages the operations of a group of natural resource or horticultural parks.

The Naturalist III position manages projects or components of an agency's resource protection program or manages the operations of a major natural resource or horticultural park.

**ILLUSTRATIVE DUTIES:**

Directs and coordinates the implementation of conservation or horticultural policies and procedures for the division;

Develops long- and short- term goals, operating objectives, strategies and implementation plans;

Makes recommendations to the division manager or branch manager regarding long-range plans;

Coordinates research studies and the preparation of technical reports;

Provides technical expertise to agency and county regarding key issues related to parklands and natural resources;

Contributes to the development of Park Authority and county-wide strategic plans related to natural or horticultural resources;

Maintains liaison with other key park officials, other agencies, citizens' organizations, and the public on issues of environmental concern pertaining to parklands and natural resources;

Develops and submits an annual operating budget and monitors revenue/expenditure performance levels;

Directs staff operations and training.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of nature conservation theory and philosophy;

Extensive knowledge of conservation program management practices;

Ability to plan and direct comprehensive conservation programs and activities;

Ability to analyze programs and procedures and evaluate their performance against established objectives;

Ability to plan, direct and manage the work of subordinate staff;  
Ability to evaluate employees performance against comprehensive performance standards;  
Ability to develop and implement effective management practices;  
Ability to prepare and adhere to a budget;  
Ability to communicate effectively, both orally and in writing;  
Ability to maintain effective relationships with public officials, staff and the general public.

**EMPLOYMENT STANDARDS:**

Any combination of education, experience and training equivalent to the following:  
Graduation from an accredited four-year college or university with a bachelor's degree in horticulture, natural or life sciences, natural history, park management, public gardens management, education, or a closely related field; PLUS  
Five years of progressively responsible experience in the field of conservation management, environmental education, park programming, or a closely related field.

**CERTIFICATES AND LICENSES REQUIRED:**

None.

REVISED: March 17, 2004  
REVISED: January 12, 1987