



External

Position Vacancy:

Park Cultural Resource Specialist

Classification:

Casual Employee Status - Salary Schedule C

Benefits:

Ohio Public Employees Retirement

Profile:

Working under the direction of the Chief of Conservation the employee will assist with cultural resource management projects throughout the district in cooperation with a multidisciplinary team of scientists. Duties will include the collection of historic and prehistoric data from secondary sources as well as site specific field studies and personal interviews. The employee will be responsible for cultural resource data collection, analysis, and compilation of cultural resource documents including technical documents for permit applications (e.g. for NEPA, Section 106, ORC 149.53) as well as interpretive materials for Summit Metro Parks.

**Qualifications:
certifications.**

Specific concepts, courses, training programs, or required

Broad, general understanding of cultural natural resource issues, typically acquired through formal training at the bachelor's degree level or equivalent. Demonstrated problem solving and analytical skills. Current in professional field and pertinent technologies. Written and oral communication skills; Presentation skills. Computer skills; word processing, database management, Microsoft Office, Lotus Notes. Excellent writing skills. Demonstrated organizational skills and time management. Current Ohio driver's license with clear driving record.

**Conditions of continued
employment:**

Must successfully complete a one-year probationary period.

Contact:

Please submit a letter of interest and resume to:

Human Resources

employment@summitmetroparks.org

Posting Date:

January 10, 2019

Closing Date:

January 20, 2019