

**Montgomery County Parks Department**  
9500 Brunett Avenue Silver Spring, MD 20901  
Phone (301) 495-2504

**VOLUNTEER JOB DESCRIPTION**

**JOB TITLE:** NATURALIST AIDE  
**LOCATION:** Brookside, Locust Grove & Meadowside Nature Centers and Black Hills Visitor Center  
**TIME:** Positions are available weekdays and weekends, during both the day and evening

**JOB DESCRIPTION:**

Montgomery County Nature Facilities provide a variety of natural and cultural history programs for the public and maintain an active exhibit area, grounds, and trails. Naturalist aides assist with many duties such as program preparation, set up, assist with, and clean up after natural and cultural history programs. Naturalist Aides are people who enjoy learning about nature and cultural history and sharing that with others.

**DUTIES AND RESPONSIBILITIES:**

1. Learn about the program offerings, resources and interpretation.
2. Assist the Park Naturalist staff with program preparation, set up and clean up.
3. Maintain outdoor program area as well as organize program equipment and props.
4. Greet the public.
5. Maintain indoor and outdoor exhibits.

**QUALIFICATIONS:**

1. Solid communication skills, good command of the English language (other language proficiencies welcome)
2. Enthusiasm for the goals of the Nature Center.
3. Ability to work well with staff and a diverse clientele.
4. Ability to follow directions with accuracy and attention to detail.
5. Ability to work independently.

**REQUIREMENTS:**

1. Minimum age: 14 years old.
2. References required.
3. Fingerprint Background Check required.
4. Ability to commit to a pre-arranged schedule.
5. Staff shirt/hat and nametag required (provided by Nature Facility).

**AUTHORITY:**

Use of park equipment, facilities, and material as needed.

**TRAINING:**

Successful completion of Nature Center Volunteer Orientation e-Learning course. On the job training provided by the Naturalist Staff.

**COMMENTS:**

This can be a rewarding opportunity to interpret nature to the public and enhance your interpretive skills. Volunteers provide a valuable resource to staff and the public while they learn about natural and cultural history, and environmental education. Approved for Student Service hours and Family Volunteering.

**BENEFITS:**

Volunteers at Montgomery County Nature Facilities receive many benefits, including program discounts, volunteer appreciation events, hands on educational opportunities and more. Please see our benefits flyer for a complete list.