|  |  |  |
| --- | --- | --- |
| **Duties** | | **35% – Research and Develop Interpretive Content:**  Research content including (but not limited to) reading textbooks, academic literature, and electronic materials, as well as interviews with subject matter experts and family members.  **10% – Field visits:**  Conduct field visits to develop a thorough and working knowledge of the Forest Discovery Trail and surrounding area to effectively develop and place messages on the landscape, as well as design site orientation materials. Visit off-site interpretive trails as needed.  **50% – Create Products Associated With Project:**  Conduct all work necessary to create the desired products associated with the project. Develop an interpretive plan for the site, including mission, purpose, audience, resources, messages, themes, and sources. Create a site plan to help guide implementation of the project. Create content for site orientation (such as maps, signs, etc) to enable visitors to navigate the site. Write and finalize a self-guided tour of the site for use by families and community groups and individuals, including links to more materials and identifying common core curriculum overlap.  **5% – Other duties as assigned.** |
| **Minimum** | | Two years of experience gathering information, writing and/or producing materials, and presenting materials to selected audiences; OR A Bachelor’s degree in Journalism, Communication, or a closely-related field. |
| **Required** | | Demonstrable ability to independently research and develop content for a complex project.  Strong writing skills, including the ability to condense and organize large amounts of complex content into concise and clear written messages.  Interpersonal communication skills and the ability to interact with various stakeholders through interviews and meetings.  Experience with Microsoft Office suite or similar software. |
| **Preferred ()** | | Coursework, experience, or degree in interpretation, free choice learning, teaching, pedagogy, or related fields.  Coursework or experience leading to understanding of foundational concepts associated with ecology.  Undergraduate or graduate degree in a natural resource related field.  A demonstrable commitment to promoting and enhancing diversity. |
|  | |  |
|  | |  |
|  | |  |
|  | | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |
|  |  | |

**1. \* Please describe your experience with Microsoft Office or similar software.**

I have used Microsoft Office and Adobe Suite (Mostly Adobe Illustrator and Adobe In Design) for projects similar to this one. A few components of my work experience include two years in the Office of Student Life and two years at the Career Development Center at OSU. In these roles I engaged with other faculty and student employees designing promotional content, writing our employer newsletter and developing branding. During graduate school I gained my MBA and co-wrote a business based thesis related to branding a natural resource product. Recently I was hired by OSU Faculty to develop a business plan for their startup which used MS Word, MS Excel and Adobe Suite. Finally, I have engaged in a number of web development roles and would be interested in developing a website for this project if it was wanted.

**2. \* Please describe your experience (if any) with natural resource interpretation.**

While an undergraduate I took a number of courses in the College of Forestry. My MBA had a significant focus on sustainability and innovation including working with a forest based Pacific Northwest Startup. My long term goal is to gain my PhD and I am looking into gaining a PhD in Forest Ecosystems and Society which is why this position is very appealing to me. Personally, I love the outdoors and have spent years mountain biking and hiking the mountains around Oregon including McCulloch Peak, Marys Peak, Dimple Hill, Chip Ross Park and a number of other ranges and trails. I think my love for the outdoors and the significance of this project would allow me to create an exciting and engaging program for the Forest Discovery Trail at Peavy Arboretum.