

## CURATOR

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class responsible for the development, operation and administration of a natural or historical museum and of interpretive programs designed to impart to visitors an understanding of the natural and historic features of a park. An incumbent will specialize in natural history or cultural history interpretation. The primary function of this position is planning and developing educational programs for schools, community groups, and the general public. Technical skill and independent judgment must be exercised in designing exhibits and planning programs. Leadership and guidance is provided over volunteer, part-time and seasonal personnel, as needed. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Develops, promotes and executes educational programs with schools;

Develops, organizes, promotes and conducts special events at a park;

Conducts tours of the facility, identifying natural science features and interprets the significance;

Conducts tours of the facility, identifying historic features in the park and interprets the significance so visitors will gain a better appreciation of events that influenced our predecessors;

Maintains and collects museum specimens of plants, insects, birds, animals and other animal life native to the area as well as historical artifacts;

Designs and arranges museum exhibits;

Prepares live animal exhibits;

Identifies natural and historical features in park areas and interprets their significance;

Prepares lectures, talks and workshops on natural and/or historical features for the general public and organized groups;

Uses computer applications such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

FULL PERFORMANCE SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the principles of the natural sciences; good knowledge of local history; ability to use the equipment related to the natural sciences; ability to plan the construction of nature paths, walks and trails; ability to prepare and create scientific or historical arrangements, displays and exhibits; ability to train and supervise; ability to inspire others to become interested in the natural sciences or local history; ability to talk before community groups; ability to develop, maintain and promote excellent public relations; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; good professional judgment; initiative; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree\* and either: (a) one year of experience in which the primary function of the position involved nature museum operation, outdoor museum interpretation, museum interpretation, or pertinent natural science involvement; or (b) one year of experience providing programmatic support for curatorial functions.

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education Department as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.