



Arkansas Game and Fish Commission Employment Job Posting

AGFC EDUCATION PROGRAM SPECIALIST - **AGFC Education Program Specialist**

POSITION NO: 22135171

POSTING INFORMATION:

Advertisement Opens: May 5, 2026

Advertisement Closes: June 1, 2026

Full Time: Yes

Salary: \$49,256.00 - \$49,256.00 Annually

POSTING REQUIREMENTS:

Minimum Education and/or Experience:

The formal education equivalent of a bachelor's degree in business administration, management, journalism, education, or a related field; plus two years of experience in education, volunteer management, communications, or a related field.

OTHER JOB-RELATED EDUCATION AND/OR EXPERIENCE MAY BE SUBSTITUTED FOR ALL OR PART OF THESE BASIC REQUIREMENTS, EXCEPT FOR CERTIFICATION OR LICENSURE REQUIREMENTS, UPON APPROVAL OF THE HUMAN RESOURCES CHIEF.

Preferred Education and/or Experience:

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Knowledge, Abilities, and Skills:

Knowledge of training course development, needs assessment, and course planning.

Knowledge of instructional techniques.

Knowledge of the principles and practices of journalism.

Knowledge of educational principles and learning concepts.

Ability to develop and present training programs.

Ability to write educational articles for publication.

Ability to compile information and write reports.

Preferred Knowledge, Abilities, and Skills:

- Experience with archery and shooting education
- Knowledge of and ability to communicate concepts of AGFC's mission
- Public speaking skills to include media appearances
- Must be an energetic self-starter
- Knowledge of Arkansas flora and fauna
- Possess multiple outdoor skills and the ability to teach others

POSTING DETAILS:

Position Location:

City: Columbus

Office: Grandview Education Center

Division: Education

Job Summary:

The Arkansas Game and Fish Commission (AGFC) Education Program Specialist is responsible for facilitating classes focused on conservation and outdoor recreation, as well as managing, training, and coordinating the activities of volunteers for various educational programs. This position is governed by state and federal laws, as well as agency policy.

Typical Functions:

Develops and conducts educational and training programs for the public and participates in presenting special interest seminars.

Communicates information to the public through programs, media, and other communication outlets concerning educational programs and regulatory requirements.

Designs, develops, and maintains exhibits and information booths for special events and activities, such as school career days and fairs.

May provide technical information and assistance to various colleges, high schools, and the general public.

Visits community leaders and school administrators to evaluate the implementation and effectiveness of the various programs.

Performs other duties as assigned.

Specific Duties and Responsibilities:

- Develops, coordinates, and delivers educational programs and presentations to K-12 students in school and field settings across an assigned multi-county region, working toward established outreach targets by county.
- Assists Schools of Conservation Leadership (SoCL) in earning and maintaining their designation by providing program support, guidance, and coordination of required activities.
- Plans and presents conservation-based curriculum and instructional programs to students, ensuring content is age-appropriate and aligned with educational standards.
- Designs and facilitates professional development training opportunities for teachers, equipping educators with the knowledge and tools to integrate conservation topics into classroom instruction.
- Develops and maintains educational materials, training aids, exhibits, and information booths for use at school events, career days, fairs, and community outreach activities.
- Communicates program information to school administrators, community leaders, and the public through presentations, media, and other outreach channels.
- Visits schools and meets with administrators to evaluate program implementation, assess effectiveness, and identify opportunities to expand participation within the assigned region.
- Reports to the Grandview Prairie Nature Center as the primary work site, assisting with onsite field trip programs, and contributing to general facility maintenance and animal care operations as needed
- Performs other duties as assigned

Certificates, Licenses, or Registrations:

Must possess a valid driver's license.

Special Job Dimensions:

Frequent in-state travel is required.

Other Specific Information:

As an equal opportunity employer, the Commission will make any reasonable accommodations necessary to ensure equal employment opportunities.