



THE CITY OF LOS ANGELES

CIVIL SERVICE COMMISSION

**CLASS SPECIFICATION****7/26/07****ASTRONOMICAL LECTURER, 6215**

**Summary of Duties:** The Astronomical Lecturer at Griffith Observatory provides significant assistance in the development and presentation of astronomical content for public and educational programs, exhibits, the Observatory website, and training of Observatory interpretive staff.

**Distinguishing Features:** An Astronomical Lecturer supports the Observatory's mission of public outreach and education about astronomy and related sciences by assisting in developing and implementing creative and exciting educational astronomical programs and content, for both children and adults, through a variety of methods (programming, lectures, exhibits, website, and articles). In essence, the incumbent is focused on the development and delivery of content, both directly and through training of other members of the interpretive staff. This class is distinguished from the class of Observatory Lecturer in that the latter is a part-time position focused exclusively on executing specific presentations in the Samuel Oschin Planetarium or Leonard Nimoy Event Horizon theaters. It is distinguished from the Curator of Griffith Observatory in that the latter is responsible for supervision of all Observatory programming development and execution. Incumbent receives general supervision from the Curator of Griffith Observatory.

**Examples of Duties:**

- Assists in planning, developing, implementing, and evaluating innovative, creative, and effective educational astronomical programming for children, teachers, and adults at the Observatory;
- Serves as the lead programming staff member in monitoring, assessing, and updating the Observatory's astronomical exhibits, their specific content, and proposed changes;
- Formulates, prepares, delivers, and evaluates training for part-time interpretive staff regarding astronomical subjects, exhibit content, and building information;
- Provides significant input, guidance, and monitoring relative to changeable content presentation in exhibits, on the Observatory website, and in the school program;
- Assists in keeping the Observatory current on technical and creative trends, concepts, and methods in astronomical exhibits, public presentation, and interpretation;
- Reads and studies technical literature to maintain a current knowledge of developments in the field of astronomy and observation;
- Answers questions, emails, letters, and phone calls from the public relating to astronomy and public observation;
- May answer questions from the media on astronomical and programming events;
- Writes technical and popular articles on a variety of astronomical topics for publication;
- Manages the proper organization and retrieval of the Observatory content resources;
- May represent the City and the Observatory at technical and professional meetings; and
- May be occasionally assigned other duties for training purposes or to meet technological changes or emergencies.

**Qualifications:** The incumbent must have the following knowledges, abilities, and skills:

**Knowledge of:**

- Physical science and astronomical principles, theories, and facts, including the night sky, instrumentation, cultural and historical perspectives of astronomy, and critical assessment of current astronomical knowledge;
- Methods, techniques, and best practices of public science education or interpretation (both informal and formal), integrating astronomical content, performance, instrumentation, and specialized resources;
- Effective techniques of public presentation, training, and materials development related to astronomical and other physical science topics;
- Astronomical and physical science exhibits, astronomical telescopes, and related equipment for use in explanation, demonstration, and training;
- Interpersonal and professional skills necessary to establish and maintain strong working relationships with a wide variety of other Observatory divisions, staff members, volunteers, community organizations, and individuals;
- Sources of information in the field of astronomy, and the methods and procedures used in researching information and preparing technical and scientific material for a variety of audiences; and
- Effective safety principles and practices.

**Ability to:**

- Communicate clearly, effectively, and knowledgeably with members of the public, media, officials, and colleagues regarding latest advances and discoveries in astronomy, Observatory resources and exhibits, and what is happening in the night sky;
- Plan, develop, and administer programs of lectures, exhibit interpretation, and publications;
- Teach and train others regarding the operation, principles, and practical applications of astronomical exhibits and demonstration tools;
- Understand and use a variety of software programs, particularly as related to exhibit, astronomical, and educational programming;
- Communicate clearly in writing to technical and lay-persons not familiar with astronomical or Observatory terminology; and
- Keep clear records.

**Minimum Requirements:**

1. Successful completion of at least four years of study at a recognized four-year college or university with a major or specialization in Astronomy, Physics, Planetarium Science, or a related physical science; and
2. Two years of full-time paid professional experience in presenting scientific programs or lectures to the public.

A Bachelor's degree in Astronomy, Physics, Planetarium Science, or related physical science is very strongly desired, while a Master's Degree in the same fields is desired. At least four years of full-time paid professional experience in presenting scientific programs or lectures to the public is desired. One additional year of education in astronomy may be substituted for each year of experience lacking. Additional experience in presenting scientific lectures or programs to the public may be substituted on a year-for-year basis for up to two years of the required education.

**License:**

A valid California class "C" driver's license may be required prior to appointment

**Physical Requirements:** Strength to perform average lifting up to 15 pounds maximum and occasionally over 25 pounds; good speaking and hearing ability.

Persons with disabilities may be able to perform the essential duties of this class with reasonable accommodation. Reasonable accommodation will be evaluated on an individual basis and depend, in part, on the specific requirements for the job, the limitations related to the disability, and the ability of the hiring department to reasonably accommodate the limitations.

**As provided in Civil Service Commission Rule 2.5 and Section 4.55 of the Administrative Code, this specification is descriptive, explanatory and not restrictive. It is not intended to declare what all of the duties and responsibilities of any position shall be.**