



## Program Supervisor – Communications, Outreach, & Education Supplemental Questions

- 1) Please list any degree(s) you have earned, including the name of the institution that granted the degree(s), the date you completed the degree, the major(s), and any minor(s).  
**Do not write "see resume" or "see application"**
  
- 2) How many years of experience do you have in public sector service delivery, preferably, but not necessarily, related to communications, behavioral sciences, environmental health, environmental studies, environmental science, education, community engagement, marketing, public health, the natural sciences, business administration, public administration, or a closely related field? Do you have at least two years of experience supervising staff? Please note: if you have worked part-time, you must adjust the experience you are reporting accordingly. For example, if you worked 20 hours per week it would take two years to reach one year of full-time equivalent experience. **Do not write "see resume" or "see application"**
  
- 3) Describe your experience in providing supervision to multiple staff. If applicable, please include how you support a team of staff working on a variety of different projects and what you do to ensure goals are met. Please detail the number of staff you supervised, their roles, and your experience working with them individually as well as in team settings. Include the name of the employer, your job title(s), and your specific role for each experience. **Do not write "see resume" or "see application"**

4) Please detail your experience in project or program management. Be specific regarding the type of project or program, the tasks you performed, the number and roles of members on team, if any. Include the name of the employer, the length of time you worked in this role. If you do not have this type of experience, type "n/a". **Do not write "see resume" or "see application"**

5) Please detail your experience in leading the planning, design, implementation and evaluation of communications, outreach, and educational programming. If applicable, please include experience where this work happened through coordination with external entities (i.e. partners, contractors, etc.). Include the name of the employer, your job title(s), and your specific role for each experience. **Do not write "see resume" or "see application"**