



## NOWCorps Conservation Program & Outreach Assistance

Contact for interested Members: Angela Brodie, NOWCorps AmeriCorps Program Director at [angela@tinkerscreekwatershed.org](mailto:angela@tinkerscreekwatershed.org) or 330-963-6243. Applications preferred by July 22, 2022, but position is open until filled.

Tinker's Creek Watershed Partners (TCWP) is a non-profit, 501(c)(3) watershed organization officially established in 2006. Our mission is to protect and restore water quality and habitats of the Tinker's Creek watershed through community partnerships. The Tinker's Creek watershed drains 96.4 square miles and is the largest tributary to the Cuyahoga River. The watershed area spans 24 communities in Cuyahoga, Summit, Portage, and Geauga counties.

Together with our partners, **Erie Soil & Water Conservation District** recognizes the importance of maintaining water quality throughout Northern Ohio. We also believe in educating the public and regional leaders to support behavioral changes that positively affect our water resources. The Northern Ohio Watershed Corps (NOWCorps) works with watershed groups, soil and water conservation districts, city and county government offices, and other conservation nonprofits to facilitate outreach, education, capacity building, environmental stewardship, and stormwater management.

**AmeriCorps**, a federal agency, brings people together to tackle the country's most pressing challenges, through national service and volunteering. AmeriCorps members and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities. AmeriCorps helps make service to others a cornerstone of our national culture. Learn more at [AmeriCorps.gov](http://AmeriCorps.gov).

Skills and Qualifications: Must have a high school diploma or GED. Must maintain a valid driver's license, insurance, good driving record, have own transportation; eligible mileage will be reimbursed for service-related travel. Must be able to operate motor vehicles during daylight and evening hours. Must successfully pass a comprehensive background and criminal investigation check. Must have an interest in or plan to pursue a career in natural resources, conservation, environmental engineering, environmental science, civil engineering, or a closely related field. Must be willing and able to work outdoors in all weather, traverse by foot across rough and/or steep terrain, and load items weighing up to 50 pounds. Must be self-motivated and able to work independently and in a team. Must be able to communicate effectively in English using either written and oral forms or communication and be able to work with little supervision. Must maintain a clean and neat appearance consistent with the public contact aspect of the position. Experience with ArcGIS and other ESRI products preferred- training could be provided. The ability to serve flexible hours, including some evenings and weekends, is needed. Scheduled hours may fluctuate, increase, or decrease in consideration of seasonal changes such as inclement weather or other extended activities.

The NOWCorps member will receive programmatic training in addition to site specific training. Programmatic training is provided monthly and covers a variety of topics. Training content may include, but is not limited to first aid, CPR, volunteer engagement, native species planting techniques, facilitating public involvement, environmental education, minimum control measures, and land management.

Location: ***Erie Soil & Water Conservation District, 2900 Columbus Ave, Sandusky Ohio***

Reports to: ***Erie SWCD Assistant Director***

Duties and Responsibilities of the AmeriCorps member serving this role:

*General Member Responsibilities*

- Promote the Northern Ohio Watershed Corps through education and outreach activities
- Enhance skills and knowledge applicable to position through participation in related workshops, conferences, and training
- Plan, Facilitate, and Participate in group service projects for National Days of Service
- Attend all NOWCorps required meetings and trainings
- Complete activity & data reports monthly, required timesheets weekly, and any other reporting in a timely manner in the OnCorps online system
- All other duties as assigned within the limitations of this member description

*Host Site Specific Member Responsibilities*

This position will support outreach efforts of the Erie SWCD to increase natural resource management and to motivate action through stewardship education and volunteer opportunities. The specialist will work closely with Erie SWCD staff on education and outreach needs to expand the communication and marketing of District programs.

Outreach and Media

- Maintain social media accounts (FB, Twitter, IG) and website updates (using Later and Wordpress)
- Develop educational materials and graphics (using CANVA, Microsoft publisher, & Adobe InDesign)
- Develop educational and outreach media content including, but not limited to, news articles, blog posts, social media posts
- Develop/update in-person program opportunities
- Expand outreach of general District programming to partners, teachers, civic groups
- Provide quarterly reports of outreach including events, participants, and social media analytics
- Assist with outreach mailers for specific events and volunteer recruitment
- Specific Projects
  - Watershed Report Cards
  - Blogs
  - Conservation Stewardship Recognition

Engagement and Stewardship

- Develop partnerships and programs to build watershed awareness and stewardship
- Assist with planning and implementation trainings and outreach activities
- Plan and conduct stewardship events such as stream cleanups, tree plantings, and/or invasive vegetation removal (including recruiting volunteers, event planning, and coordination)
- Organize and maintain equipment needed for programs and activities
- Maintain contact lists and communication with volunteers

- Specific Projects
  - Firelands Coastal Tributaries Volunteer Stream Monitoring
  - G.R.E.E.N. Bean Litter Clean-up trailer
  - NACD Stewardship Week

Additional activities that fall within the goals of the program may be assigned with approval of the member, site supervisor, and NOWCorps staff.

Additional information: **Erie Soil & Water Conservation District** office is accessible to individuals with disabilities. **Erie Soil & Water Conservation District**, Tinker's Creek Watershed Partners, and the Northern Ohio Watershed Corps will adhere to all regulations concerning nondiscrimination and equal opportunity regulations as outlined in federal and state law. This program will be made available to all without regard to race, color, national origin, sex, age, disability, political affiliation, sexual orientation, gender, gender identity and expression, marital or parental status, genetic information, military service, and religion.

*Physical Requirements and Work Environment*

The physical requirements and work environment described here are representative of those that must be met by an individual to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

This position requires the following:

- manual dexterity sufficient to operate telephones, computers, and other office equipment
- physical ability to kneel, bend, and perform light lifting
- ability to write and speak clearly using the English language to convey information and be able to hear at normal speaking levels both in person and over the telephone
- specific vision abilities required include close vision, depth perception, and the ability to adjust focus

Generally, the working conditions are good with little or no exposure to extremes in health, safety hazards, and/or hazardous materials. Though work is often performed in an office setting, this person must have the ability to travel as required to work with Host Site staff/board, volunteers, other members, and the public, participate in conferences and outdoor activities such as but not limited to site visits, volunteer activities, and project meetings.

Benefits: Member position begins October 11, 2022 and ends September 30, 2023. The member will be provided with a mandatory orientation October 11-14, 21, and 28, 2022 and relevant training monthly. This position is a **full-time member** position and requires a minimum of 1,700 hours of service over the service period. The member will receive a stipend of no more than \$20,000.00, and the stipend will be paid biweekly. The member is also eligible for health insurance through this position and may qualify for childcare assistance. If the term of service is completed successfully, the member may be eligible for a **Segal AmeriCorps Education Award** of \$6,495.00. The member will not be an employee of Erie Soil & Water Conservation District and is not entitled to any of the benefits or compensation ESWCD provides to its employees. Housing is not available.