



## NOWCorps Education & Outreach Specialist

Contact for interested Members: Claire Ilersich, NOWCorps Member Coordinator at [claire@tinkerscreek.org](mailto:claire@tinkerscreek.org) or 330-963-6863 x5104. Applications preferred by August 1, 2023, 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, **The Cuyahoga County Board of Health (CCBH)** 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.

**CCBH** has a dedicated staff of 180 professionals, delivering over 40 programs and services across Cuyahoga County. CCBH does this work through four service areas, of which one is Environmental Public Health (EPH). EPH is focused on our natural and manmade surroundings, looking at how it affects our health and also the ways in which we impact the environment. CCBH's staff collaborates closely with local, county, regional, state, and national officials to address the needs and concerns of residents and community partners; thus, preventing environmental health hazards to protect and promote public health.

EPH has a Watershed Program Manager, who is an ecologist and who is CCBH's lead for all things related to ecology and climate action. One of his accomplishments include co-authoring CCBH's report titled "Climate Change Impacts on Human Health and Ecosystem Health in Cuyahoga County--Mitigation and Adaptation Strategies (2021)". Of the many recommended strategies, one is to promote the planting of urban trees. CCBH aims to do this promotion and education in eastern Cuyahoga County communities that are most vulnerable to stormwater risks.

**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](https://www.americorps.gov).

Skills and Qualifications: Must have a high school diploma or GED. Must have a valid driver's license, be insured, and have own transportation; eligible mileage will be reimbursed for service-related travel. Must successfully pass a comprehensive background and criminal investigation check. Must have an interest in or plan to pursue a career in environmental or public health, water quality, stormwater management, wetland restoration, vegetation ecology, climate impacts, human and ecosystem health, urban forestry, environmental policy, environmental science, or related field. Must be self-motivated and able to work independently and in a team. Must possess good organizational and communication skills and be capable of working with little supervision. Must be able to develop and maintain effective working relationships with employees and the public. Demonstrates maturity, cultural competency, and garner respect of all populations. Experience communicating with diverse audiences preferred. Usual hours of service will be Monday to Friday, but may also include the occasional Saturday or after-hours activities during the hours of 8:30 AM to 4:30 PM weekdays, or the occasional Saturday between approximately 8:30 AM to 2:00 PM. The ability to serve flexible hours, including weekend days and some evenings 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, stormwater permit requirements, facilitating public involvement, public education, etc.

Location: **Cuyahoga County Board of Health, 5550 Venture Drive, Parma, Ohio 44130.**

Reports to: **Robert F. Brand, Ph.D., Watershed Program Manager.**

Duties and Responsibilities of the AmeriCorps member:

*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*

Engage residents within Cuyahoga County communities (particularly those that have imbalances in equity and social justice) using social media, workshops, meetings, presentations, and watershed cleanup projects in local rivers. Tasks also include documenting and reporting on these activities, and compiling, creating, and posting social media content. Engagement activities entail assistance with projects related to pollution and reduction of plastic usage, as well as the healthy urban forestry project.

Responsibilities include:

- Develop and implement a marketing and communications strategy

- Plan, organize, film & edit TikToks, reels and other social media content.
- Seek and deploy cutting-edge social media capabilities
- Develop strategy for social & digital media buys (social media, search, display, and video ads, etc.)
- Compile material for workshops, presentations, brochures, and other printed material
- Find venues for presentations, workshops and public engagement
- Execute workshops, presentations and other public relationship events
- Establish with CCBH media staff, a website and curate the website
- Apply the latest science to effectively implement watershed health initiatives
- Become a community engagement resource
- Extend and facilitate private and public collaborations
- Write regular brief reports
- Assist in the upkeep of CCBH website and related digital properties
- Assist with urban forestry, plastics pollution and usage projects as needed
- Assist with creating and compiling data in a data base e.g., Excel

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: CCBH is accessible to individuals with disabilities. **CCBH**, 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 English to convey information and be able to hear at normal speaking levels both in person and over the telephone
- Specific vision abilities required by this job 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 and outdoors, this person must have the ability to travel as required to work with Host Site staff/board, volunteers, partners, other members, and the public, participate in conferences and outdoor activities such as but not limited to site visits, volunteer or program activities, training events, and meetings.

Benefits: Member position begins October 10, 2023 and ends September 30, 2024. The member will be provided with a mandatory orientation October 10 – 13, 20, 2023 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, and the stipend will be paid biweekly. Full-time members are 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 an educational award of \$6,895.00. The member will not be an employee of CCBH and is not entitled to any of the benefits or compensation CCBH provides to its employees.

The below signed recognize this as the Member Position Description and that the Member is to perform the duties detailed above during their Member Service Year. The below signed recognize that activities outside of the scope of this description require prior written approval by all the below signed prior to execution of those activities.

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NOWCorps Member

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Host Site Supervisor

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NOWCorps Staff Signature