



NOWCORPS CONSERVATION SPECIALIST

Contact for interested Members: Claire Ilersich, NOWCorps Member Coordinator at 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 Nature Center at Shaker Lakes 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.

The Nature Center at Shaker Lakes' mission is to conserve a natural area, connect people with nature and inspire environmental stewardship. Our vision is to be a model urban environmental resource that welcomes all and enriches people's lives through education, innovative programs, and community involvement. Located on the eastern edge of Cleveland, the Nature Center manages a public visitor center and an outdoor classroom that includes 20 acres of native habitat, two miles of trails, and other outdoor facilities that are free and open to the public and host over 140,000 visitors each year. Noting the accessibility of our diverse natural habitats, the National Park Service designated the Nature Center a National Environmental Education Landmark and a National Environmental Study Area in 1971. For 56 years, the Nature Center has provided natural science education programs for local school districts, hosting field experiences for approximately 13,000 students in a typical year.

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.

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 natural sciences, environmental studies 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. Basic PC and Microsoft Office comprehension required. Usual hours of service will be Monday through Friday during the hours of 9AM to 5PM. 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: ***Nature Center at Shaker Lakes, 2600 South Park Blvd, Cleveland, OH 44106***

Reports to: ***Natural Resources Manager, Nick Mikash***

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 Responsibilities

A. Natural Resources Management:

- Work closely with the Natural Resources staff and the Director of Facilities Operations managing the Nature Center's twenty acres of natural habitats. The habitats include riparian flood plain, marsh, upland forest and demonstration prairie, and are managed under the guidelines of the Nature Center's Natural Resources Management Plan.
- Assist in the implementation of the Natural Resources Management Plan including:
 - Invasive plant control using herbicide and manual techniques
 - Reintroduction of native species
 - Stewardship of natural areas including maintaining trails, boardwalks, deer exclosures, signage, and demonstration features such as butterfly, rain, and native plant gardens.
 - Will work primarily in the outdoors, sometimes under physically strenuous conditions.

B. Volunteer Leadership:

- Work closely with and supervise volunteers.
- Under the direction of the Natural Resources Manager, the Conservation Specialist will lead groups or individual volunteers on projects.
- Be a resource for plant identification and proper field techniques.
- Be responsible for managing the Nature Center's Stewardship Center building and the maintenance of tools and equipment.

C. Events and Public Programs:

- Assist in conceptualizing, creating content, and delivering educational programming for families and adults. Examples of potential topics may include stewardship, rain barrels, composting, native landscaping and gardening, and guided hikes.
- Assist with community engagement events, including large annual public events and sales, such as the Annual Native Plant Sale, Hike & Run event, Luminary Walk, Birdseed Sale, and Milkweed Sale.

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: the Nature Center at Shaker Lakes is accessible to individuals with disabilities. The Nature Center, 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:

- Working outdoors in various weather conditions. This includes heat, cold, snow, ice, sleet & rain.
- Manual dexterity sufficient to operate telephones, computers, and other office equipment
- Physical ability to kneel and bend
- 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 by this job include close vision, depth perception, and the ability to adjust focus
- Lifting up to 30lbs., strenuous physical activity, digging, cutting and hand and power tool use.

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 the Nature Center at Shaker Lakes and is not entitled to any of the benefits or compensation the Nature Center 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.

NOWCorps Member Signature

Host Site Supervisor Signature

NOWCorps Staff Signature