



WATERSHED OUTREACH SPECIALIST

Contact for interested Members: Claire Hlersich, 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, **Summit Soil and 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.

Established in 1946, the Summit Soil and Water Conservation District is one of the 88 Soil and Water Conservation Districts in the State of Ohio. The District was established to address conservation needs in each county, providing local leadership for soil and water resources conservation and water quality enhancement. As a subdivision of the State of Ohio Department of Agriculture, Summit Soil and Water Conservation District has operating agreements with the following agencies: Ohio Environmental Protection Agency, the United States Department of Agriculture/Natural Resource Conservation Service, and the Ohio Department of Natural Resources. With the changing land use in Summit County, much of the district workload has shifted from agriculture to soil conservation in developing areas. Erosion and the subsequent degradation to adjacent land and surface waters is being accelerated by intensive land use changes for housing, businesses, industry, and recreation. These changes create severe stress on the soil and water resources within the county.

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 environmental and/or water resource management. 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 through Friday during the hours of 7:30am to 4:00pm. 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: ***Summit Soil and Water Conservation District***
1180 South Main Street
Akron, Ohio 44301

Reports to: ***Watershed Coordinator, Stephanie Deibel***

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

Volunteer Program

- Plan and conduct stewardship events such as stream cleanups, tree plantings, and/or invasive vegetation removal (including recruiting volunteers, event planning, and coordination)
- Expand volunteer engagement in collaboration with communities, park districts and other partners
- Responds to inquiries from volunteers and public
- Maintain spreadsheets of volunteer contact information and WQ sampling locations
- Evaluate effectiveness of recruitment process, volunteer orientation, training, materials, and support and make recommendations for improvement
- Coordinates tracking, scheduling, and preparation of materials for volunteer trainings, projects, and presentations
- Supports volunteer projects with training, logistics, etc.
- Represents the Watershed Volunteer program at community events
- Specific Projects:
 - WQ monitoring program and Google classroom

- Litter cleanups
- Invasive pulls
- Planting events
- Community events/table

Additional responsibilities

- Develop educational and outreach content
- Assist with planning and implementation trainings and outreach activities for volunteers and community residents
- Attend meetings with community agencies to develop partnerships and activities, and to increase awareness around programs, volunteer opportunities, and educational opportunities
- Provide technical resources and recommendations on watershed stewardship to communities, professionals, businesses, landowners, and residents
- Assist in preparation of grant applications and reports as needed
- Organize and maintain equipment needed for programs and activities
- Specific Projects:
 - Watershed Report Cards
 - Teacher/student WQ monitoring program
 - Lakes Library Corner
 - Watershed Tour
 - Watershed related themes and other social media content

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: SUMMIT SOIL AND WATER CONSERVATION DISTRICT is accessible to individuals with disabilities. SUMMIT SOIL AND 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 work outdoors in various weather conditions and to traverse uneven terrain while carrying up to 25 pounds
- 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

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 1700 hours of service over the service period. The member will receive a stipend of no more than \$ 20,000 FT, 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 SUMMIT SOIL AND WATER CONSERVATION DISTRICT and is not entitled to any of the benefits or compensation SUMMIT SOIL AND WATER CONSERVATION DISTRICT 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