



Watershed Steward and Natural Resource Technician

Contact for interested Members: Claire Ilersich, NOWCorps Member Coordinator at claire@tinkerscreek.org or 330-963-6863 x5104. Applications preferred by August 1, 2024, but position is open until filled.

About Us:

Northern Ohio Watershed Corps (NOWCorps) is a State and National AmeriCorps program, funded by AmeriCorps and ServeOhio, Ohio's Commission on Service and Volunteerism. *This is a paid service year position.* The NOWCorps program is sponsored by Tinker's Creek Watershed Partners (TCWP), a non-profit, 501(c)(3) watershed organization, whose mission is to protect and restore water quality and habitats of the Tinker's Creek watershed through community partnerships. NOWCorps partners with watershed groups, soil and water conservation districts, city and county government offices, and other conservation nonprofits who serve as host sites for our members. Through the host site, members facilitate outreach, education, capacity building, environmental stewardship, and stormwater management. NOWCorps position descriptions vary depending on the host site and service year focus and prospective members may apply to multiple NOWCorps positions at the same time.

Together with our partners, **Portage SWCD** 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.

Host Site Information:

Portage Soil and Water Conservation District was established in 1946. We work with the Portage community to develop land use strategies that protect and enhance the soil and water quality in Portage County. As a division of the Ohio Department of Agriculture, Portage 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.

Basic Position Information:

Location: **Portage Soil & Water Conservation District, 6970 OH-88, Ravenna Ohio 44266**

Reports to: **Lynn Vogel, District Administrator**

Member position begins October 8, 2024 and ends September 30, 2025. Mandatory orientation is scheduled October 8-11, 18, 2024, which will occur in person in Twinsburg, Ohio. 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 \$22,000 and the stipend will be paid biweekly.

Usual hours of service will be M-F during the hours of 8:00AM 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.

Benefits:

- Paid Orientation and training included
- Programmatic and site-specific training. Content may include but is not limited to: First Aid, CPR, native species identification, hand and power tool training, volunteer engagement, and more
- Federal Loan Deferment
- Full-time members eligible for health insurance
- Full-time members may qualify for childcare assistance
- May be eligible for education award of \$7,395.00
- Additional training reimbursement stipend of \$125/quarter (\$500 total)
- Eligible mileage reimbursement
- Ample opportunity for professional development and networking
- Free attendance to the Ohio Stormwater Conference

The member will not be an employee of Portage SWCD and is not entitled to any of the benefits or compensation Portage SWCD provides to its employees.

AmeriCorps Requirements:

- Must have a GED or high school diploma
- Must be 18 or older by October 8, 2024
- Must successfully pass a comprehensive background and criminal investigation check

Preferred Qualifications:

- Possess a valid driver's license, be insured, and have own transportation
- Have an interest or plan to pursue a career in ***Ecology, Storm Water Engineering, Natural Resource Management, Forestry***
- Be self-motivated and able to work independently and on a team
- Strong communication, organizational, and interpersonal skills
- Demonstrate maturity and cultural competency
- Desire to serve the local community

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.
- All other duties as assigned within the limitations of this member description

Host Site Responsibilities: Watershed Stewardship & Natural Resources Management

Watershed Steward:

- Assist with planning and conducting watershed stewardship events such as stream cleanups, tree plantings, and/or invasive vegetation removal (including recruiting volunteers, event planning, and coordination).
- Assist with coordinating and delivering programs for community officials, stormwater professionals, landscapers, natural resource managers, volunteers, schools, and the public including attendance at SWCD board meetings and other county meetings as needed.
- Provide technical resources and recommendations on watershed stewardship to communities, professionals, businesses, landowners, and residents
- Represent the watershed program at community events.
- Assist with annual tree and native plant outreach events.
- Develop educational and instructional materials including but not limited to videos, graphic art, brochures, short articles, and fun facts.
- Represent Portage SWCD at Northeast Ohio Public Involvement and Public Education (NEOPIPE) meetings and provide staff with meeting updates
- Develop and submit a Western Reserve Land Conservancy Dominion Energy Mini-Grant application
- Develop educational materials for waste reduction (food, plastic, solid, etc.)
- Work closely with the Portage SWCD staff to manage community natural resources which include riparian flood plain, marsh, upland forest, meadows and tall grass prairie, windbreaks, and agro-forestry. Tasks will include invasive plant control using herbicide and manual techniques, reintroduction of native species, and stewardship of natural areas including maintaining trails, boardwalks, deer protection, signage, and demonstration features such as butterfly, rain, and native plant gardens.

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

Physical Requirements and Service 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.

The successful candidate will work frequently outdoors, sometimes under physically strenuous conditions. This includes heat, cold, snow, ice, sleet & rain. This position requires the following:

- Ability to traverse uneven terrain while carrying field equipment

- 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.

Additional information: Portage SWCD is accessible to individuals with disabilities. **Portage SWCD**, 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.

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