



Tip of the Mitt Watershed Council

Huron Pines AmeriCorps Position Description

POSITION TITLE: Education and Watershed Protection Specialist
PRIMARY SERVICE LOCATION: Petoskey, MI
RESPONSIBLE TO: Jennifer Buchanan, Watershed Projects Director

Founded in 1979, the Tip of the Mitt Watershed Council is a nonprofit organization dedicated to protecting the lakes, rivers, wetlands, and ground water of Northern Michigan's Lower Peninsula. The Watershed Council's service area is Antrim, Charlevoix, Emmet, and Cheboygan Counties. The Education and Watershed Protection Specialist will continue to develop and implement the Michigan Shoreland Stewards program, a state-wide recognition program for shoreline property owners who practice shoreline best management practices. The program is part of the Michigan Natural Shoreline Partnership. The Education and Watershed Protection Specialist will also co-implement the Watershed Academy, a water resources education program in area schools. The Specialist will also collaborate with property owners and the public to inform and educate on water resource stewardship. Finally, they will conduct water quality monitoring programs and implement restoration programs. The Specialist needs to possess excellent communication skills and experience in outreach and education programming and water resource management.

SCOPE AND PURPOSE OF SERVICE:

Major tasks include implementing the Michigan Shoreland Stewards Program and the Watershed Academy, a water resources education program in area high schools. The Specialist will also regularly develop outreach materials including newsletter articles, website content, and press releases. They will also conduct water quality monitoring tasks and work on restoration projects. Most tasks occur in Antrim, Charlevoix, Cheboygan, and Emmet Counties. Travel throughout this service area is required.

POSITION DUTIES AND RESPONSIBILITIES:

Implement the Michigan Shoreland Stewards Program: Continue to develop and implement the Michigan Shoreland Stewards (MiSS) program as part of Michigan Natural Shoreline Partnership (MNSP).

- Communicate with Lake Associations to promote program to their membership.
- Increase MiSS participation state-wide through marketing and promotion.
- Develop training opportunities for lake association representatives.
- Publicly promote program through presentations, articles, and social media.

Implement Tip of the Mitt Watershed Academy: Coordinate the Watershed Academy program in up to 12 area high schools reaching up to 240 students.

- Purchase equipment and prepare materials for program
- Coordinate and conduct in classroom and field sessions
- Share research results through social media, website, etc.
- Host annual summit with participating students



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Public Education & Outreach: Develop presentations and written materials to further water resource education and outreach.

- Promote Michigan Shoreland Stewards and Watershed Academy programs through media and events
- Work to develop web pages on Watershed Council website to promote both programs
- Provide education and outreach to programs throughout the organization

Monitoring and Restoration: Implement on the ground projects

- Implement and coordinate programs with on the ground projects, monitoring, restoration, and inventories

PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms
- Conduct at least 2 presentations to community groups about Huron Pines AmeriCorps
- Engage at least 30 volunteers in conservation activities
- Submit 4 “Great Stories”
- Provide regular project updates and photos for the website
- Represent yourself as a Huron Pines AmeriCorps member at all times
- Attend required trainings provided by the AmeriCorps Coordinator

QUALIFICATIONS:

- ✓ Bachelor’s Degree
- ✓ Computer efficiency (typing, email, word processing, excel)
- ✓ Ability to pass a background check*
- ✓ U.S. citizen, national, or lawful permanent resident alien
- ✓ Commitment to conserving the forests, lakes and streams of Northeast Michigan

On occasion, service will be required at an off-site location. Use of a personal vehicle may be required to perform duties (mileage will be reimbursed). This is a 40 hour per week position and runs from January 4- November 9, 2018. Benefits include \$12,630 living stipend, health insurance, \$5,730 education award and student loan deferment.

Applications and directions are available at www.huronpines.org/ameriCorps and will be accepted until September 29, 2017.

Reasonable accommodations: If you need to make a request for a reasonable accommodation, due to a disability, such as obtain materials in a format that works for you or to fully participate in the application process, please contact Jake Jermac, AmeriCorps Coordinator at (989) 448-2293 x30 or jake@huronpines.org.

*Registered sex offenders are not eligible for AmeriCorps positions.