

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



The Little Forks Conservancy Huron Pines AmeriCorps Position Description

POSITION TITLE: Land Steward
PRIMARY SERVICE LOCATION: Midland, Michigan
RESPONSIBLE TO: Elan Lipschitz, Director of Land Conservation

The Little Forks Conservancy was created to care for our community's wealth of natural resources. We work to protect and preserve natural lands that add to the quality of life in our community. Since 1999, the Conservancy has protected more than 3,800 acres of land by creating publicly-accessible nature preserves and by developing permanent conservation agreements with private landowners.

In partnership with the AmeriCorps program, we are able to offer an exciting position that will work to improve and protect the health of our region's land and water. We are seeking an individual to assist with the Conservancy's land stewardship program working with landowners and at our nature preserves. We will be looking for someone who is self-motivated, knowledgeable in GPS and GIS, is able to manage multiple tasks, communicate well through public speaking and writing, and has a background in natural resources.

SCOPE AND PURPOSE OF SERVICE: The Land Steward will facilitate projects for The Little Forks Conservancy. The Land Steward will assist with management on Conservancy owned preserves including invasive species management and control, habitat restoration, trail construction, preserve maintenance, and natural resource inventory collection. In addition, the Land Steward will monitor conservation easements and collaborate with LFC Director of Land Conservation on conservation projects. The Land Steward will work on implementing the Conservancy Strategic Conservation Plan. The Land Steward will inventory and map invasive species on LFC conservation easement properties. In addition, this position will coordinate a volunteer stream monitoring program for macroinvertebrates in a local watershed. Working alongside our Community Programs Manager, the Land Steward will help with community conservation efforts including our Conservator@Home program and partnerships with the Rock Center for Youth Development. Work will be conducted in the Conservancy service area. Physical activity will be required for assisting in completion of position duties.

POSITION DUTIES AND RESPONSIBILITIES:

Private Lands Program

- Provide Conservancy's landowners and private landowners with invasive species management and other habitat improvement options for their land.
- Remove invasive species through chemical and physical treatments.
- Monitoring of at least fifteen conservation easements.
- Develop new outreach programs for private landowners

4241 Old US 27 South, Suite 2, Gaylord, MI 49735 | huronpines.org/ameriCorps | (989) 448-2293

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- Collaborate with LFC Director of Land Conservation with conservation projects including the implementation of a new strategic conservation plan.

Conservancy Lands Program

- Inventory and map invasive species on all Conservancy preserves.
- Promote LFC conservation program to local groups and at community events.
- Trail development and maintenance at Conservancy properties including design and layout, construction, and installation of signage and trail markers.
- Coordinate installation of boardwalks, as necessary at Conservancy preserves.
- Oversee volunteers to assist in stewardship activities including work days and natural resource inventory work.
- Successfully complete the pesticide applicator's certification.

Conservation Services

- Coordinate MiCorps volunteer stream monitoring program for macroinvertebrate collection in the Cedar River watershed.
- Coordinate Cedar River Clean Up in late summer 2019.
- Participate in Cedar River Watershed projects associated with the implementation of the Cedar River Watershed Management Plan including road stream crossing projects.
- Implement programs associated with the Conservancy community conservation efforts including our Conservation@Home program.

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 in natural resources, environmental studies, or related field
- ✓ Computer efficiency (typing, email, word processing, excel, Arc GIS)
- ✓ Ability to pass a background check*
- ✓ U.S. citizen, national, or lawful permanent resident alien
- ✓ Has, or willingness to attain a commercial pesticide applicator license
- ✓ Commitment to conserving the forests, lakes and streams of Michigan

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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 14-November 15, 2019. Benefits include \$13,732 living stipend, health insurance, \$6,095 education award and student loan deferment.

Applications and directions are available at www.huronpines.org/amicorps and will be accepted until September 28, 2018.

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 Sarah Topp, AmeriCorps Coordinator at (989) 448-2293 x30 or sarah@huronpines.org.

*Registered sex offenders are not eligible for AmeriCorps positions.

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