

Michigan State University Extension – Michigan Sea Grant Huron Pines AmeriCorps Position Description

POSITION TITLE: Education and Outreach Program Coordinator
PRIMARY SERVICE LOCATION: Macomb County, Michigan
RESPONSIBLE TO: Justin Selden, Educator and Steve Stewart, Senior Educator

Michigan Sea Grant Extension advances Great Lakes Literacy and stewardship in southeast Michigan and that effort will be supported by the AmeriCorps Member. The Member will primarily serve Macomb County, and will be integral in broadening the reach of three successful programs: the Great Lakes Education Program, serving upper elementary/middle school students and teachers; Summer Discovery Cruises, addressing the need for public education and stewardship; and Water Conservation education, serving lower elementary students and teachers. These three programs engage schools, educators, students and the public in Great Lakes-focused experiential learning that moves participants forward in understanding their roles as Great Lakes stewards and in taking subsequent stewardship actions.

In a typical year, some 3,000 students, 100 teachers and 400 adult chaperones from 25 school districts participate in the Great Lakes Education Program regionally. Participation of students from underrepresented populations consistently exceeds that of the general population. Program evaluations show that 94% of teachers feel a greater responsibility for the Great Lakes following participation, with 21% engaging their students in new Great Lakes stewardship activities.

Summer Discovery Cruises reach some 1,500 informal learners of all age annually, with evaluations showing 89% feeling a greater Great Lakes responsibility, with 16% engaging in new stewardship actions.

Water Conservation education helps lay the stewardship foundation for more than 3,000 students each year in Macomb County. Many schools also use their Great Lakes Education Program and/or Water Conservation education experiences as part of their Michigan Green Schools Initiative applications.

MSU Extension and Michigan Sea Grant cooperatively work to advance Great Lakes literacy and stewardship in SE Michigan and will provide leadership and oversight for involvement of the AmeriCorps members in these efforts.

SCOPE AND PURPOSE OF SERVICE:

The HPAC Member will expand our capacity to reach more schools through the Great Lakes Education Program (GLEP), reach a broader public through our Summer Discovery Cruises (SDC), and expand the capacity of the Water Conservation (WC) education in Macomb County.

GLEP is vessel based program and cruises take place on the Clinton River, Black Creek, and Lake St. Clair. Cruises last approximately 2.5 hours and typically leave from Mount Clemens, MI in the A.M. and arrive at Lake St. Clair Metropark around lunch where classes are dropped off and loaded for the return trip back to Mount Clemens. We can accommodate up to four classes a day, and the Member will be in charge of overseeing program delivery and volunteers on one of two decks when they are both occupied.

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SDC cruises dock at Lake St. Clair Metropark and take place on Black Creek, Lake St. Clair, and the St. Clair River. Cruise lengths vary from two to five hours. Members help with program delivery, vessel docking, and safety.

WC programs take place in the classroom and last 45-60 minutes. Several programs at a single school may take place on the same day.

POSITION DUTIES AND RESPONSIBILITIES:

Great Lakes Education Program

- Be shipboard for 40 GLEP cruises.
- Participate in volunteer recruitment and training
- Participate in ongoing update of curricular materials
- Participate in social media and advertising campaigns
- Represent Michigan Sea Grant and MSUE at professional workshops, meetings, and outreach activities.

Summer Discovery Cruises

- Participate on 30 SDC Cruises.
- Participate in program evaluation
- Participate in social media and advertising campaigns
- Represent Michigan Sea Grant and MSUE at professional workshops, meetings, and outreach activities.

Water Conservation

- Deliver 100 WC Programs
- Participate in volunteer recruitment and training
- Participate in ongoing update of curricular materials
- Participate in teacher/class program recruitment and scheduling

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

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

Huron Pines AmeriCorps is a program of Huron Pines and is supported in part by the Corporation for National and Community Service, Michigan Community Service Commission, Huron Pines and contributions from host sites.

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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 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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