

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



Antrim Conservation District Huron Pines AmeriCorps Position Description

POSITION TITLE: Healthy Lakes Landscaping Coordinator

PRIMARY SERVICE LOCATION: Bellaire, MI

RESPONSIBLE TO: McKenzie Fox, Conservation Program Assistant

The Antrim Conservation District (ACD) was formed in 1944 by local farmers to conserve, improve, and maintain Antrim County's soil and to promote efficient and economical use of the land. ACD serves as the first stop for residents, farmers, landowners, conservation groups, and the county government with their natural resource needs. While our focus has broadened from mostly soil and farming to include other needs like forestry and invasive species, our mission remains the same: to promote the exploration and conservation of Antrim County's natural resources.

ACD is seeking an AmeriCorps member to lead a new project, the Healthy Lakes Landscaping Initiative. The initiative will engage landowners and local officials for the purpose of changing behavior, i.e. replacing typical riparian lawns and grass road ends with *healthy lakes landscaping*. It will develop public landscape models that mitigate uncontrolled stormwater run-off and reduce pollution using healthy lakes landscaping such as buffers, rain gardens, and diversions. Additionally, the initiative will assist private landowners and county residents in their understanding of water quality and Healthy Lakes Landscaping, as well as advise riparian landowners on using such infrastructure on their property. We are seeking an individual who has a passion for the conservation of natural resources in Northern Michigan, a desire to educate and inform others of natural resource issues, and an understanding of water quality issues. The member should have strong written and verbal communications skills and be able to work with people of a variety of different personalities and viewpoints. They should have the ability to effectively talk with strangers. Marketing background or experience is preferred.

SCOPE AND PURPOSE OF SERVICE:

The AmeriCorps member will set the foundation for a long-term Healthy Lakes Landscaping Initiative. Tasks for the initiative will include engaging, meeting with, and advising landowners and public officials of water quality issues and landscaping methods to mitigate such issues, development of educational stewardship materials including signs, brochures and presentations, and oversight of the establishment of permanent Healthy Lakes Landscaping demonstration sites in Antrim County. Some water quality monitoring may also be a part of the project. In addition to the Healthy Lakes Landscaping Initiative (which is what the member will spend most of their time doing), the member may also complete volunteer projects, environmental education services to schools, and/or in general be involved in the other focus areas of the district including recycling, forestry, agriculture, and invasive species.

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

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A significant portion of service activities will take place in the field under all weather conditions with slight to moderate physical activity required. Service locations include the ACD office and private and public properties within Antrim County. Travel in personal vehicle may be required with mileage reimbursed.

POSITION DUTIES AND RESPONSIBILITIES:

Healthy Lakes Landscaping Initiative

Education, Outreach, Communications

- Engage landowners and local officials for the purpose of changing behavior, i.e. replacing typical riparian lawns and grass road ends with *healthy lakes landscaping*.
- Meet with and encourage riparian landowners to protect their water quality through Healthy Lakes Landscaping.
- Create and complete presentations and demonstrations on water quality issues and using Healthy Lakes Landscaping for local garden clubs, public officials, special groups, etc.
- Organize and execute a unique marketing campaign to encourage and incentivize riparian landowners to protect their waters through Healthy Lakes Landscaping.
- Create educational materials to assist in understanding Healthy Lakes Landscaping including signs, brochures, presentations, social media posts, and information on ACD's website.
- Table booths at local festivals and events to promote the Healthy Lakes Landscaping Initiative.

On-the-Ground Work

- Oversee establishment of permanent demonstration sites focused on Healthy Lakes Landscaping to mitigate stormwater and reduce pollution.
- Monitor and measure impact of green infrastructure and natural shorelines – filtration of run-off, sedimentation reduction, reduction of nutrient loading (phosphorus), etc.
- Collaborate with local officials, contractors, etc. to implement project sites.

Other

- Coordinate volunteer events including a river clean-up.
- Complete education services to schools including a presentation/lesson for the annual art/essay contest, Lancer Leap, and other situations as requested/needed.
- Support ACD programs including soil erosion/water quality, forestry, invasive species, agriculture, and recycling.

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PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets, mileage reimbursement forms and monthly reporting sheets
- Conduct at least 2 formal 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 and events provided by the AmeriCorps Coordinator
- Collaborate with or provide support for other service member events

QUALIFICATIONS:

- ✓ Seeking a 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
- ✓ Must have strong written and verbal communication skills
- ✓ Prefer marketing background or experience

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 30-November 27, 2020. Benefits include \$13,992 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 30, 2019.

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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