

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



Huron Pines Huron Pines AmeriCorps Position Description

POSITION TITLE: Environmental Education Specialist
PRIMARY SERVICE LOCATION: Gaylord, Michigan
RESPONSIBLE TO: Abigail Ertel, Community Program Lead

Huron Pines is a nonprofit organization with a mission to conserve and restore Northern Michigan's natural resources to ensure healthy water, protected places and vibrant communities. When we engage people in conservation stewardship, we support sustainable, empowered communities rich with protected natural resources. Through active leadership, project management and strategic partnerships at the federal, state and local level, Huron Pines influences strategy and vision for the future of conservation in Michigan while also executing on-the-ground projects with immediate impacts on environmental quality. The Huron Pines environmental education program works across ages, backgrounds, and geographies to build Great Lakes champions and stewards by supporting them as they move to action on the challenges and opportunities facing the region's resources.

Huron Pines is offering an exciting opportunity for a Huron Pines AmeriCorps member who will enhance the environmental education program through engagement with community members of all ages to connect them with nature and ways they can be stewards of the region's natural resources. We are seeking someone to develop and implement community events that help people experience nature, participate in habitat monitoring and take stewardship actions. This opportunity balances a variety of tasks from program development and delivery to event planning and field monitoring. We are looking for someone who has experience with educating in a variety of situations, possesses strong communication and planning skills, and brings a creative approach to new projects.

SCOPE AND PURPOSE OF SERVICE: This position requires a 10-month commitment. The Environmental Education Specialist position allows you to showcase your knowledge and passion for natural resources in order to connect people to nature in meaningful ways. The goal of Huron Pines environmental education programming is to support protected resources for generations to come by inspiring people to be stewards of their environment. The Environmental Education Specialist will serve as an integral part of achieving these goals by implementing programs that connect people to the act of stewardship from project conception to completion.

Preferred experience is noted below; on-site training will be provided. Service locations include the Huron Pines office, schools, field sites, public spaces and other areas across the northeast lower peninsula as needed. This position does require travel and field-based activities that may include uneven terrain and needing to lift up to 20 pounds.

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

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POSITION DUTIES AND RESPONSIBILITIES:

Experiencing Nature Programming (40%)

- Develop and implement events focused on getting people outdoors
- Create new and expand existing programming for a variety of audiences
- Development of evaluation tools and practices, input and analysis of evaluation information
- Communication around events - develop content and messaging, identify appropriate communications outlet, manage sign-ups
- Support for additional outreach needs connecting with priority audiences in Huron Pines' service area and across the state

Habitat Monitoring Programming (40%)

- Develop and implement events focused on experiences in habitat monitoring
- Work with Huron Pines staff to connect people to Huron Pines' preserves
- Delivery of ongoing workshops designed to build the capacity of community members and leaders to support conservation goals

Restoration Activity Support (10%)

- Support for restoration activities in the areas of healthy water and protected places as needed

K-12 Student Programming (10%)

- Support of student field experiences during the fall and spring seasons alongside other regional conservation partners

PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms
- 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 provided by the AmeriCorps Coordinator
- Collaborate with or support other service members' 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 and restoring Northern Michigan's natural resources to ensure healthy water, protected places and vibrant communities

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Preferred Qualifications

- Experience with environmental education, interpretation, or teaching in a formal or non-formal setting
- Experience leading field investigations (ex. stream monitoring, invasive species inventory)
- Excellent verbal and written communication
- Ability to both work independently and on a team
- Knowledge of forestry, water infrastructure and/or invasive species
- Experience organizing, publicizing and executing events, workshops, lectures or trainings

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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