

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



MISSAUKEE CONSERVATION DISTRICT Huron Pines AmeriCorps Position Description

POSITION TITLE: Conservation Technician
PRIMARY SERVICE LOCATION: Lake City, MI
RESPONSIBLE TO: Sherry L. Blaszak, District Manager

Missaukee Conservation District was formed in 1949 with the intent of providing local assistance to farmers. The focus has since expanded to address soil, water, air, plant, human and animal concerns. MCD's mission is to "serve as a catalyst to promote the wise stewardship of natural resources, through education, planning and technical assistance."

The member will be advancing MCD's mission through coordinating new programs including:

- Collaborate with Lake City Area Schools to become a Michigan Green School, building upon FY19's AmeriCorps project.
- Take the lead on Shoreline Steward Project in conjunction with Missaukee's Soil Erosion and Sedimentation Control Program and Michigan Shoreline Partnership
- Establish a fishing line recycling program
- Establish a composting program at the Human Resources building
- Conduct a citizen science project such as FrogWatch USA

The technician needs to possess excellent communication skills, experience in water quality monitoring and/or resource inventory and environmental education experience.

SCOPE AND PURPOSE OF SERVICE: Major tasks include the promotion of a new program "Shoreline Stewardship Project", collaborate with Lake City Area Schools to obtain Michigan Green School designation; establish a fishing line recycling program, establish a composting program at the Human Resources building and conduct a citizen science project such as FrogWatch USA. The member will serve as volunteer coordinator for our Nature Trail, including trail and garden maintenance, and stream monitor sites; develop environmental stewardship materials to compliment programs administered; provide environmental services to Missaukee County schools; and conduct water quality monitoring programs on stream monitoring sites. The technician needs to possess excellent communication skills, experience in water quality monitoring and/or resource inventory, environmental education experience and invasive species identification. Missaukee County travel is required as is physical activity.

POSITION DUTIES AND RESPONSIBILITIES:

Michigan Green School

- Collaborate with Lake City Area Schools to achieve this goal
- Partner with Missaukee Conservation District Associate Board Member to achieve this goal

Shoreline Steward Project

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.

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



- Program provides recognition for lakefront property owners who are protecting inland lakes through best management practices on their property.
- Participate in the Michigan Shoreland Stewards Ambassador Training Program to gain information and resources on how to promote the Shoreland Steward Program in our lake communities and be a resource for residents and a liaison between residents and lake groups.
- Become familiar with shoreline native plants
- Become familiar with aquatic invasive species
- Promote the project to lake associations and individuals to help them become ambassadors for the program

Volunteer Coordinator

- Develop a management plan for the Missaukee Nature Trail involving volunteers and the MCD Program Coordinator
- Missaukee Nature Trail enhancement through weeding, mulching and maintenance
- Coordinate stream monitoring sites and attract more volunteers to monitor new sites

Fishing Line Recycling Program

- Collaborate with Berkeley Conservation Institute and other entities to establish fishing line recycling stations at public fishing sites
- Contact local groups to build and post the recycling bins
- Obtain signage for bins
- Establish a volunteer program to continue the program after the member's term has been served

Provide Environmental Education Services to Missaukee County schools

- Through partnership with Missaukee County Forestry Assistance Program Forester, utilize respective school forests to provide environmental educational services, building upon the FY19 AmeriCorps member's efforts
- Provide invasive species education to county schools including field trips to infested sites and removing invasives
- Implement a citizen science project such as FrogWatch USA

Human Resource Building Composting Project

- Establish a composting program in the break room
- Conduct education sessions at site
- Collaborating with MCD Program Coordinator, establish a composting site at the Nature Trail

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

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.

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



- 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 the forests, lakes and streams of Michigan

Preferred Qualifications:

- ✓ Some hands-on experience with on-the-ground conservation projects
- ✓ Knowledge of terrestrial and aquatic invasive species (training can be provided)
- ✓ Environmental education experience
- ✓ Strong natural resources background
- ✓ Comfortable working collaboratively with people, able to prioritize and manage multiple projects simultaneously and can work independently

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.

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.