

Huron Pines AmeriCorps

Developing leaders in conservation since 2007



Grand Traverse Regional Land Conservancy Huron Pines AmeriCorps Position Description

POSITION TITLE: Stewardship Technician; Crew Member
PRIMARY SERVICE LOCATION: Traverse City, Michigan
RESPONSIBLE TO: Jacob Bournay and Samantha Griffin; Land Stewardship Specialists

The goal of the Grand Traverse Regional Land Conservancy (GTRLC) is to protect significant natural, scenic and farm lands, and to advance stewardship, now and for all future generations. In support of this goal, the Stewardship Technician will play an integral role on the GTRLC's stewardship team implementing aspects of numerous restoration projects, controlling invasive species across our five county service area, and improving nature preserve infrastructure including sustainable trail maintenance and design. AmeriCorps members may also aid and manage a variety of new conservation projects. Past examples include photo point monitoring, recreational user surveys, aquatic surveys, bat monitoring and volunteer gardens. As such, the ability to work well both in a team, and independently is crucial. We will ensure the Huron Pines AmeriCorps member receives a well-rounded term of service gaining experience in nearly all aspects of nature preserve management, and an extensive introduction to non-profit land trust organizations. Crew members will have the opportunity to job shadow different departments within the organization and will share in spreading GTRLC's mission at public hikes and events.

SCOPE AND PURPOSE OF SERVICE: The Stewardship Technician crew member will improve the ecology and sustainability of the GTRLC's nature preserves and their partner organization's natural lands through on the ground work, and volunteer management. From assisting in botanical surveys, to implementing various control techniques for invasive species, the Stewardship Technician will spend the majority of their time, in the field, on GTRLC's nature preserves. Another component of this position is the improvement of the GTRLC's infrastructure including sustainable trails, signs, boardwalks, parking lots and more. Any given work day may be extremely physically challenging.

POSITION DUTIES AND RESPONSIBILITIES:

Habitat Restoration

- Scout various habitats for target invasive species including coastal dunes, marshes, upland forests and more
- Implement control methods for target invasive species including mechanical and various chemical methods (cut stump, basal bark, foliar etc.)
- Collaborate with other staff and volunteers to remove invasive vegetation during scheduled volunteer work days on nature preserves
- Track restoration progress throughout the field season using aerial/topographic maps, GPS, GIS, flagging and digital photography

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

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- Volunteer cultivation, outreach and engagement
- Complete vegetation monitoring plots for several habitat restoration projects
- Complete the pesticide applicator license certification
- Flora/fauna inventories
- Participate in various citizen science initiatives

Infrastructure Improvement

- Participate in trail maintenance work days which may require chainsaw operation
- Install preserve infrastructure including signs, gates, boardwalks and kiosks
- Build hiking, biking, or multi-use trail using IMBA standards for sustainable trails
- Maintain trails for encroaching vegetation, overhanging trees, ruts, erosion or other trail issues
- Cultivate, engage and maintain volunteer trail stewards
- Engage with trail users to determine use patterns, and impact of various trail systems

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 the forests, lakes and streams of Michigan

Preferred Qualifications

- ✓ Experience with GIS
- ✓ Experience with handheld GPS devices
- ✓ Experience working with volunteers
- ✓ Field experience and familiarity with Michigan flora and fauna
- ✓ Excellent verbal and written communication

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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 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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