



## Michigan United Conservation Clubs Huron Pines AmeriCorps Position Description

<b>POSITION TITLE:</b>	<b>Engagement Specialist</b>
<b>PRIMARY SERVICE LOCATION:</b>	<b>Lansing, MI</b>
<b>RESPONSIBLE TO:</b>	<b>Shaun McKeon, Education Director</b>

Founded in 1937, Michigan United Conservation Clubs is the largest statewide conservation organization in Michigan. Its mission is to unite citizens to conserve, protect and enhance Michigan's natural resources and outdoor heritage

### Organizational Values

- Fosters a conservation stewardship ethic in the public
- Protects the rights of the public to hunt, fish, trap and recreate outdoors
- Encourages the public to connect to our resources through active recreation
- Advocates for sustainable conservation practices and resource stewardship through sound scientific management.

In partnership with the Huron Pines AmeriCorps program, MUCC is offering an opportunity for a full-time member to serve for 10 months, based at our headquarters in Lansing, MI. The Engagement Specialist will be involved in a wide variety of projects involving conservation throughout the state of Michigan. This position will design and present educational materials to local schools and youth outdoor events, contribute to habitat restoration projects on public land and waters, work with private landowners enhancing habitat connectivity and develop outreach materials to be shared throughout the state.

The successful applicant should have a strong natural resource, recreation or educational background, knowledge of wildlife, and be comfortable collaborating with a variety of people. The member should be able to prioritize and manage multiple projects simultaneously and have the ability to serve independently. The member may be required to complete tasks alone in the field in a variety of adverse weather and terrain conditions. Preference will be given to candidates with excellent written and verbal communication skills. Some hands-on experience with on-the-ground conservation projects is preferred.

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## SCOPE AND PURPOSE OF SERVICE:

The Engagement Specialist will be involved in a diverse set of projects to improve natural resources and educate the public on conservation issues. Some experience interacting with the public both adults and youth, is preferred. Onsite training will be provided. The member will be involved in developing new conservation programs and implementing existing projects, including using volunteers to conduct wildlife restoration and habitat improvement projects. The member will design and develop outreach to inform the public about current programs and to highlight MUCC programs. Service locations include MUCC headquarters in Lansing and a variety of field sites around the state. Most travel will be day travel, some evenings and weekends will be required. Strenuous physical activity may be required.

## POSITION DUTIES AND RESPONSIBILITIES:

### Program- Public Land Awareness Project

- Create a new project in Southern Michigan helping to connect people to their public lands
- Lay a foundation for volunteer network/friends groups to engage stakeholders from consumptive and non-consumptive organizations to highlight the value of our public lands.
- Bring awareness to the community of at least one State Game Area in Southern Michigan.
- Engage people in a meaningful way to create a public invested in learning about public lands.

### Program- Education and Outreach

- Attend 10-15 outdoor focused outreach events providing hands-on learning opportunities for youth and adults to learn about Michigan's waters, wildlife and ecosystems.
- Create presentations for three to five student groups, highlighting Michigan's wildlife, fish or ecosystems.
- Engage community volunteers with MUCCs' On the Water (OTW) program to promote aquatic ecosystem management projects.
- Coordinate with MUCC's On the Ground (OTG ) Program to engage students and adults in public land habitat improvement projects for game and non-game species.

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4241 Old US 27 South, Suite 2, Gaylord, MI 49735 | [huronpines.org/amicorps](http://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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## Program- Expanding the Impact of MUCC Statewide

- Connect our local affiliate clubs, community groups (Rotary, Kiwanis, Chamber etc), and corporations with OTW, OTG and other MUCC events in their area.
- Create presentations to collaborate more directly with local groups on terrestrial and aquatic habitat projects.
- Bond with wildlife biologists in underserved areas to work with On the Ground (habitat improvement projects) and other MUCC events in their area.
- Improve aquatic habitat, through hands-on projects
- Share MUCC presentations/discussions with college student organizations interested in conservation and volunteerism.
- Craft educational and promotional materials

## PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms.
- Conduct at least two presentations to community groups about Huron Pines AmeriCorps.
- Engage at least 30 volunteers in conservation activities.
- Submit four “Great Stories”.
- Provide regular project updates and photos for the website.
- Represent yourself as a Huron Pines AmeriCorps member at all times throughout the service term.
- Attend all required training provided by the AmeriCorps Coordinator.

## 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. The 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

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28-December 3, 2021. Benefits include \$14,279 living stipend, health insurance, \$6,195 education award and student loan deferment.

Applications and directions are available at [www.huronpines.org/ameriCorps](http://www.huronpines.org/ameriCorps) and will be accepted until October 12, 2020.

Reasonable accommodations: If you need to make a request for a reasonable accommodation, due to a disability, such as obtaining materials in a format that works for you or to fully participate in the application process, please contact Amanda Vanaman, AmeriCorps Program Manager at (989) 448-2293 x30 or [amanda@huronpines.org](mailto:amanda@huronpines.org).

\*Registered sex offenders are not eligible for AmeriCorps positions.

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