



## 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." By updating and creating new data for road stream crossings, this technical position will benefit Missaukee Conservation District current future programs by addressing run off, stream impediment, fish health, and hazard mitigation issues. Building community capacity by building our volunteer base to develop long term landowner stewardship.

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

- Inventorying road stream crossings in the Muskegon and Manistee watersheds
- Volunteer coordinator
- Shoreline Steward Project program continuation
- Develop environmental stewardship materials
- Implement on-the ground restoration projects
- Conduct water quality monitoring programs or resource inventories.

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 road stream crossings inventories; coordinate volunteers for adopt-a-forest, stream monitoring, Missaukee Nature Trail enhancement; develop environmental stewardship materials to carry out Lake\*A\*Syst program; develop an invasive species treatment plan for the 10 acre Missaukee Conservation District office and nature trail site; and conduct water quality monitoring programs. 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:

### Road stream crossing inventory

- Inventorying road stream crossings in the Muskegon and Manistee watersheds with the goal of assessing crossing, stream, riffle, and road information; fish passability, water velocity on inlet and outlets, soil erosion and severity of results.
- A minimum of four photos to be taken at each site (culverts, bridges and fords) to provide visual documentation of conditions at the time of site visit.
- Site information location details will be recorded at each site including crossing ID, roadway name, township/section/range (T/S/R), county, stream name, watershed and latitude/longitude.
- Qualitative assessment recorded: year built, materials, number of culverts, structure type, structure interior, structure shape, inlet/outlet type, general condition.
- Quantitative data recorded: elevation method used, water depths, perched, culvert dimension, and onsite diagnosis.
- Missaukee County Road Commission and Conservation Resource Alliance databases will be utilized. Data will be provided to *River Restoration in Northern Michigan*.

### Volunteer coordinator for projects including stream monitoring, adopt-a-forest, and Missaukee Nature Trail enhancement.

- Develop an invasive species 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

### Shoreline Steward Project

- Take the lead on Shoreline Steward Project in conjunction with Missaukee's Soil Erosion and Sedimentation Control Program and Michigan Shoreline Partnership, continuing a program the FY20 AmeriCorps member worked on but was hindered by COVID19.

### Environmental stewardship materials for waterside property owners

- Develop a Lake\*A\*Syst booklet to help waterside property owners determine the level of risks they are practicing in day-to-day events.
- This material will help waterside property owners review practices such as chemical storage, lawn watering, waste disposal, septic health, medicine storage, etc.
- Distribute booklet and assist waterside property owners complete them.

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Implement on-the ground restoration projects

- Develop and implement an invasive species treatment plan for the 10 acre Missaukee Conservation District office and nature trail site.

Conduct water quality monitoring programs or resource inventories

- Utilizing Exotic Aquatic Invasive Plant Watch promotion to lake champions

## PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms
- Conduct at least 2 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

## QUALIFICATIONS:

- ✓ Pursuing a 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 and Missaukee County
- ✓ Strong natural resources background
- ✓ Comfortable working collaboratively with people, able to prioritize and manage multiple projects simultaneously and can work independently

## PREFERRED QUALIFICATIONS:

- ✓ Hands-on experience with on-the-ground conservation projects
- ✓ Knowledge of terrestrial and aquatic invasive species (training can be provided)
- ✓ Environmental education 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, 10 month position that runs from January 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/amicorps](http://www.huronpines.org/amicorps) and will be accepted until October 12, 2020.

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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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**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 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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