



*“local solutions to
local problems”*

THURSTON CONSERVATION DISTRICT

Conservation Planning • Habitat Restoration • Education & Outreach • Soils Analysis • Native Plants • Clear Choices For Clean Water

ENVIRONMENTAL STEWARDSHIP AND OUTREACH COORDINATOR AMERICORPS POSITION

The Environmental Stewardship and Outreach Coordinator will take on a unique role within the community by bridging the gap between landowners and education in all fields of natural resources managements This position is designed to inspire community connectedness: through volunteering that fosters a sense of environmental stewardship in youth and adults using a variety of specific outreach programs, and building and strengthening relationships between Thurston Conservation District, community organizations, and individual private landowners.

The Thurston Conservation District is voluntary, non-regulatory organization designed to assist landowners in managing the natural resources on their property. Along with technical assistance, the district has a variety of landowner and youth education programs, restoration projects and other services. The district is very active in the community and in partnership outreach and implementation projects. The district serves the residents of Thurston County.

2013/14 AmeriCorps Member Work Plan:

- Coordinate TCD Native Plant Outreach Sale
- Develop outreach campaign for new residents to Thurston County;
- Coordinate the South Puget Sound Regional Envirothon competition;
- Track and analyze monitoring data and implementation of practices;
- Provide community outreach at local events and workshops;
- Monitor and evaluate TCD implemented restoration projects:
- Photograph existing projects;
- Report on project status and success;
- Provide general organization outreach;
- Represent TCD at outreach events;
- Build and strengthen partnerships with landowners and community organizations;
- Provide education and outreach through producing TCD's quarterly newsletter, update
- TCD's Facebook, Twitter and website;
- Coordinate and implement a salmon day camp for school-age children;
- Assist with coordinating the habitat project tour of restoration and conservation sites being considered for funding.

Volunteer Outreach, Recruitment, and Recognition:

- Create a volunteer database and distribution list;
- Coordinate monthly volunteer events;
- Create a resource list of locations for volunteer recruitment;
- Document volunteer or individual increased awareness gained from Member interaction /training;
- Augment existing release form to include baby-boomer and veteran check-boxes.

Qualifications required for this position:

- Must be between 18 and 25 years of age on Sept. 15, 2013.
- Must have a high school diploma – AA or BA desired.

- Must be willing to collaborate and communicate with others and diverse communities.
- Knowledge of environmental education and stewardship desired.
- Ability to educate adults and youth on diverse subject matters
- Ability to relay technical information to the community
- Eager to learn new material and represent Thurston Conservation District in partnership meetings
- Excellent oral and written communication skills
- Basic computer and word processing skills – proficient in MS Publisher
- Ability to perform light field work in all weather - must lift up to 50 lbs.
- Must be able to serve in a team-oriented atmosphere and be self-directed

All of the above duties and responsibilities are essential position functions subject to reasonable accommodation. All position requirements listed indicate the minimum level of knowledge, skills and/or ability deemed necessary to perform the duties proficiently. This position description is not to be construed as an exhaustive statement of duties, responsibilities or requirements. Individuals may be required to perform any other position-related instructions as requested by their supervisor, subject to reasonable accommodation. This position description is not all-inclusive.

Members will receive: Health Coverage, \$5500 Education award upon successful completion of service, Training, Childcare assistance if eligible, monthly stipend of \$1155.

This position typically works 8AM – 5PM, Monday – Friday; however evening and weekend work will be required periodically.

To apply for this position:

1. Send a resume' and cover letter detailing why you are interested in the position and specific skills and experiences that make you the best candidate, to : Sarah Wooten swooten@thurstoncd.com
(For questions about the position, email Sarah Wooten, or call 360.754.3588 ext. 136)
2. Follow all instructions on the AmeriCorps website to apply for this position:
Thurston Conservation District
Environmental Stewardship and Outreach Coordinator
<https://my.americorps.gov/mp/listing/viewListing.do?id=32418&fromSearch=true>

*Here is a video tutorial to assist candidates in applying through the My AmeriCorps system:
How to Apply to AmeriCorps:*
<http://www.nationalservicerresources.org/videos/applying-serve-using-my-ameri-corps>