

ECO AmeriCorps

2024-2025



Assistant Water Quality Program Coordinator

Northwest Regional Planning Commission, 75 Fairfield Street St. Albans, VT 05482

NRPC serves 23 municipalities in the Region and provides assistance on community development activities and issues. NRPC provides leadership and technical expertise to encourage cooperative planning within and among the region's communities and area-wide interests.

Position Supervisor: Dean Pierce, Senior Planner

As Senior Planner, Dean Pierce leads and coordinate the Commission's water resources planning activities, including projects that will be part of the ECO AmeriCorps work plan.

The Role:

The goal of this position is to support water and other natural resource planning efforts in Northwest Vermont. Responsibilities will include assisting with project development, public education and outreach, municipal inventories, grant writing, and community meetings.

This position will boost Northwest Regional Planning Commission's capacity by providing essential support for water and natural resource planning. The Assistant Water Quality Program Coordinator will enhance our project development, public outreach, and related capabilities. The ECO AmeriCorps member's involvement will allow for expanded project scopes and increased community engagement. The position will also improve our impact measurement and reporting, supporting our mission of environmental stewardship. In sum, the ECO AmeriCorps member will enable us to undertake more projects and achieve greater environmental outcomes.

The NRPC region is home to three watersheds of the Lake Champlain basin with challenging levels of phosphorus and other pollutants: St. Albans Bay, Lake Carmi and Missisquoi Bay watersheds. St. Albans and Missisquoi Bays are targeted areas for improvement in the Lake Champlain TMDL. In addition, Franklin and Grand Isle Counties are target areas in Act 64 and two communities have MS-4 permits. This ECO AmeriCorps position will help NRPC by providing program and project assistance and providing additional

capacity to help our communities implement the TMDL, Act 64 and MS-4 requirements. The amount of phosphorus reduction required over the life of the TMDL is in the vicinity of 60 percent. Progress toward the goal is included in DEC's annual performance report.

<https://dec.vermont.gov/sites/dec/files/WID/CWIP/Vermont%20Clean%20Water%20Initiative%202022%20Performance%20Report.pdf>

Essential Functions:

Assist in the development of water resource restoration and other natural resource projects. Specifically, this could include assistance with grant writing, screening for permits, draft memorandums of agreements or maintenance protocols and evaluating the performance of existing practices. - Assist with Clean Water Service Provider- related tasks, including project identification, prioritization, and progress tracking. - Using a Geographic Information System and other software tools, assist with the collection and processing of natural resource data; this task may involve assessing conditions on the ground, meeting as needed with staff of municipalities and other organizations, and calculating Phosphorus reduction benefits. - Develop and distribute public outreach materials (flyers, brochures, website content, videos) on stormwater management and water quality. Specifically, this position will be responsible for developing social media posts and updating content for the Franklin County Stormwater Collaborative. - Provide support for two Basin Water Quality Councils (attend meetings, assist with outreach, etc.) and related Committees.

Secondary Functions:

Assist with municipal projects such as grant writing and updates to municipal plans (Comprehensive Plan, Hazard Mitigation Plan, etc.). - Monitor project sites in region including those funded from prior grant efforts like shoreline stabilization sites, stream restorations, aquatic organism passage installations, etc. - Provide support to municipal and regional conservation groups and coordinate trainings in collaboration with partners.

Desired Qualifications:

Experience and familiarity with GIS as defined as the ability to work with shapefiles or geodatabases, joining tables, creating maps and field data collection applications (Survey 123, ArcCollector). ESRI ArcGIS software preferred; NRPC currently running ArcGIS 10.7. - BA or BS in natural resources, environmental studies, planning, engineering or related field. - Ability to communicate well verbally and in writing - Ability to review data/reports/site plans, analyze trends, and convey information to the general public - Ability work with a variety of volunteers and professionals - Experience with spreadsheets, databases, and social media - Driver's license and reliable vehicle - Experience building/maintaining outdoor features a plus

DEIJ:

NRPC is strongly committed to diversity, equity, inclusion, and environmental justice both within the workplace and in ensuring we serve all populations within our region. NRPC strives to create an equitable and inclusive workplace for its staff in a breadth of ways. In addition to being an Equal Opportunity Employer, the NRPC has made pay equity and salary transparency a norm in our hiring practices. Environmental justice topics are often included in discussion during staff meetings. The executive director holds office hours regularly to check up on staff wellbeing and provides a space to

share any concerns that staff may have. She also oversees and creates space for all staff that are interested in shaping our constantly evolving DEIJ practices.

The NRPC also aims to address DEIJ in our work in myriad ways, first starting with the goals of the NRPC's Board of Commissioners and the Region's Plan, which identifies goals and objectives for land planning moving forward. In March of 2022, the board adopted a statement of inclusion, which can be found here: <https://www.nrpcvt.com/about-nrpc/inclusive-practices/#:~:text=NRPC%20celebrates%20diversity%20and%20welcomes,in%20the%20communities%20we%20serve>

The NRPC has also retained the consulting firm Abundant Sun to "support the Board and senior leaders of NRPC by focusing upon developing greater leadership competence in the areas of Inclusive Leadership and Civil Discourse." The objective of this project included creating and supporting the development of a more inclusive workplace and external community culture,.

The regional plan, adopted in the summer of 2023, had objectives dedicated in each area of planning towards addressing vulnerabilities and gaps in equity in transportation, economic development, education and housing. The introduction of the plan draws from a report on understanding vulnerabilities and disadvantages that a previous ECO AmeriCorps member created.

In addition, DEIJ work has been part of NRPC's Healthy People, Strong Communities project that informed its Regional Plan. In that effort, NRPC examined equity and potential barriers to education, services and employment. The plan includes goals and policies that address equity in transportation, economic development, education and housing.

A previous ECO AmeriCorps member was been involved in several of the initiatives outlined above. The ECO participated in the meetings and process surrounding the approval of the declaration of inclusion. She also helped build a webpage of resources for municipalities, board members and NRPC webpage visitors to utilize for fostering inclusivity and equity in planning, business, and personal development. The ECO AmeriCorps member also took on a project to analyze and form a report on vulnerabilities and disadvantages that exist in communities in the Northwest Region, which has aided the writing of the regional plan and guidance in daily planning work at the NRPC. Finally, she was involved in the Clean Water Service Provider project, of which includes a component for considering water quality projects that have environmental justice benefits.

Climate Resiliency:

NRPC addresses this crucial topic in the following ways:

Flood Resilience Workshop:

NRPC organizes workshops to enhance community preparedness and resilience against flooding. For instance, they recently held a workshop on January 29th to discuss flood resilience strategies.

Water Quality Improvement Projects:

NRPC coordinates evaluations of sites across Franklin and Chittenden Counties to improve water quality. These projects span both rural and built-up locations, emphasizing sustainable practices.

Electric Vehicle Charger Funding:

NRPC supports the adoption of electric vehicles by making funding available for electric vehicle chargers. This initiative contributes to climate resilience by promoting cleaner transportation options.

Climate & Energy Work:

NRPC actively engages in climate and energy initiatives. Their efforts include just transitions for disproportionately impacted groups, emphasizing equitable solutions³.

Housing & Workforce Development:

Regional and municipal planning efforts focus on housing and workforce development, addressing the needs of low-income residents. These efforts contribute to community resilience.

American Rescue Plan Act (ARPA):

NRPC stays informed about ARPA funds available to municipalities, ensuring that these resources are utilized effectively for climate resilience and community well-being⁴.

By integrating climate resiliency into their planning and projects, NRPC plays a vital role in building a sustainable and adaptive future for Franklin and Grand Isle Counties.

Networking:

Yes. There are opportunities for networking at partner meetings (local, state and regional partners) or attending trainings and conferences.

Misc.

Clothing and shoes appropriate for seasonal field tasks (hiking boots, waterproof knee high boots, waterproof jacket, etc) are required. - A reliable car for transportation, use of personal vehicle for conducting fieldwork also is required. (Reimbursement for mileage available.). A reliable vehicle is expected.

NRPC is committed to helping ECO service members who are hosted in our region are provided with opportunities to build connections with other ECOs and members of the community. We have supported ECO participation in monthly gatherings of service members assigned to sites in northwest Vermont and will continue to do so. We will gladly share advice and information relating to housing, networks and more at the beginning of the ECO's term and throughout the year.

NRPC has a central office but operates in a hybrid mode, and the ECO will have the opportunity to serve remotely as well.

Minimum Qualifications:

- Be a US citizen, a national, or legal permanent resident alien of the U.S.;
- Be at least 18 years of age upon entering the Pre-Service Orientation (there is no upper age limit);
- Be a high school graduate or have a GED certificate or be willing to work towards their GED as part of their service-year successful completion requirement. A member cannot have dropped out of high school to join AmeriCorps. If a member has a documented medical

reason/professional opinion why they cannot finish high school, they might be eligible; call in this case;

- Has not been convicted of murder or sexual assault and is willing to undergo a National Service Criminal History Check;
- Must submit to Agency of Human Services checks, i.e. Adult Abuse and Child Abuse Prevention;
- Be committed to the ECO AmeriCorps program, and its ethic of service and personal and professional development of its participants;
- Have the ability and enthusiasm to drive to, attend, and participate in required trainings and events, and be prepared to drive up to 2-3 hours each way

To Apply: [My AmeriCorps - Home Page](#)

Position begins September 17th, 2024 and ends August 15th, 2025

The State of Vermont is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran's status, religion or creed.



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