



September 2019- August 2020 Service Year POSITION DESCRIPTION

Position Title

Best Management Practice Verification Coordinator

Sponsoring Organization

DEC, Watershed Management Division, Clean Water Initiative Program
Montpelier, VT

Sponsoring Organization's Mission

The Watershed Management Division's primary mission is to protect, maintain, enhance, and restore the quality of Vermont's surface water resources. Inherent in this effort is the support of both healthy ecosystems and public uses in and on 800 lakes and ponds; 23,000 miles of rivers and streams; and 300,000 acres of wetlands that exist within the State of Vermont.

Goals for the ECO AmeriCorps Position

- Increase personal knowledge and public awareness of best management practices (BMPs) and natural resource restoration projects used to improve water quality around the state
- Improve awareness of the importance of operation and maintenance of BMPs and help develop strategies to incentivize it.
- Field-verify prior state-funded water quality BMPs, addressing their performance and maintenance status, to better account for their effectiveness
- Serve as a member of the CWIP team, serving cooperatively with state-agency staff and partners
- Gain relevant experience in the environmental field by participating on a variety projects, and developing time management/prioritization skills

Essential Functions. Functions that the applicant must be able to perform

- Ability to perform field service
- Ability to process, organize, and manage project data, with strong attention to detail
- Strong organizational skills
- Proficiency in writing
- Proficiency in Microsoft Office suite, including Excel
- Ability to communicate effectively and professionally with a range of audiences
- Self-motivated, time management skills, enjoys variety in projects
- Team player, interested in learning and collaborating in water quality improvement efforts

Marginal Functions. These are secondary to Essential Functions, may be negotiable, and can be completed as time allows.

- Experience with ArcGIS and related applications
- Ability to manage multiple projects
- Environmental sciences/studies background
- Experience with outreach and education for the public
- Ability to organize a project/research plan and follow methodologies
- Ability to effectively present technical information for a public audience through verbal and written communications

Projects May Include

This member will serve both in the field and at the DEC to pilot CWIP's BMP verification protocol for Ecosystem Restoration Grant Program (ERGP)-funded projects . This includes coordinating closely with the CWIP Operations Coordinator to pilot BMP verification procedures as well as providing outreach and education, and communication materials related to acceptable operations and maintenance practices for BMPs. This project will expand upon service of previous Eco AmeriCorps members' BMP verification of the condition of state-funded green infrastructure or natural resource type state-funded projects that have been put in the ground. The purpose of this service position is to ensure that public investments in water quality improvement projects are being properly maintained over time, and to credit those BMPs for their nutrient pollution reduction values.

During the field season, duties of the member will likely include coordinating site visits and traveling to stormwater, road, river corridor/floodplain, lake shore, and agricultural BMP/project installation sites throughout the state. The member will use a GIS-based survey application to collect data on each BMP project's performance and maintenance status. Collected data will include location information, condition of the practice and photos of the site. Each project's maintenance and performance data and photos will be analyzed and transferred to DEC's tracking and accounting database where it will be analyzed and may require follow up. The member will provide outreach and education to partners on the BMP verification process as well as proper operation and maintenance during site visits. This member will then analyze the data collected to prepare and present results and recommendations for future verification. The member will draft conclusions on the status of BMP maintenance and provide recommendations on how to incentivize or encourage improved BMP performance and maintenance. They may also assist in developing outreach materials for project partners on how to properly maintain BMPs.

The member will likely attend Green Infrastructure Roundtable meetings and webinars to learn about advances in technologies and current issues that partners and consultants may be facing related to green infrastructure practices.

Finally, the member will be expected to serve as part of the CWIP team, serving cooperatively with the state and our partners. Other smaller projects the member may be asked to do include assisting with outreach events, researching methodologies from other states, taking notes at related meetings, and assisting with other program communications.

Desired Qualifications

- Experience with ArcGIS and related applications
- Background related to stormwater or water quality,
- Strong verbal and written communication skills
- Course work related to environmental studies/sciences

- Experience with data management and organization
- Enjoys a fast-paced and changing work environment
- Experience/coursework in green stormwater infrastructure and/or agricultural BMPs
- Positive and passionate attitude and a team player

Networking Opportunities

The member will be serving among numerous DEC professionals who perform a variety of tasks. If they are interested in a particular study area they may have the opportunity to help other DEC colleagues with their field duties. For example, they could take a day to collect water samples with the lakes program, they could help count bugs collected by Rivers staff, or perhaps help with aquatic invasive species removal. They will also be reaching out to and interacting with our partners (watershed groups, municipalities and other environmental organizations in VT). There are many opportunities to network.

Service Conditions

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.