

FRIENDS OF THE  
*Winooski*

Volunteer Coordinator, Friends of the Winooski  
May 9<sup>th</sup>-August 12<sup>th</sup>, 2022

Environmental Careers and Opportunities (ECO) AmeriCorps is an AmeriCorps program within the Vermont Department of Environmental Conservation (VTDEC). Our emphasis is on building capacity in rural Vermont communities through enriching experiences for our members and partners. Program focus areas include the following:

- Water Quality and Trail Improvement
- Land Conservation and Remediation
- Community Engagement, Outreach and Education

ECO AmeriCorps is funded in part by an AmeriCorps state grant provided through [SerVermont](#) from the Corporation for National & Community Service.

All ECO AmeriCorps members have some college education (preference given to college graduates) and will receive technical training and mentorship from ECO throughout their term of service.

VTDEC handles the administrative components of the program, including providing living stipends, health insurance, and monthly trainings to members.



**Full-Time Member Benefits***Living Stipend: \$5,168.76**Education Award: \$1,612.43*

*Other Benefits:* Training, networking opportunities, health care, childcare assistance, program support, mileage reimbursement for ECO AmeriCorps–related travel and being part of a program full of dedicated and intellectually curious people.

VTDEC administers the member’s living stipend, health care benefits, childcare benefits, time sheets, activity reports, and other AmeriCorps and employee–related benefits and documentation.

Applicant Information		
Name of Organization: Friends of the Winooski		
Primary Supervisor Name: Michele Braun	Primary Supervisor Title: Executive Director	
Mailing Address: P.O. Box 777		
City: Montpelier	State: VT	Zip: 05602
Phone: 1-802-279-3771	Fax:	
Email: michele@winooskiriver.org	Website: <a href="#">Home - Friends of the Winooski River</a>	
Sponsoring Organization’s Mission:		
<p>The mission of Friends of the Winooski River is to safeguard and enhance the natural resources of the Winooski River watershed in harmony with its human communities. We pursue this mission through monitoring, restoration, partnerships, education, and outreach.</p>		

Please provide a brief description of your role at your site:

I am the Executive Director of the organization, so I am responsible for administration of the organization, oversight of staff, and project management.

What is the title of the position you are requesting?

Volunteer Coordinator

Describe your proposed service position:

The ECO AmeriCorps service member will assist with communications with volunteers in our planting program in May and will assist with planting. They will assist with communications with volunteers in our water quality monitoring program in May through August and will assist with collecting water samples and delivering them to the state laboratory. They will assist with oversight of two college student interns for six weeks in July and August, visiting lakeshore homes to assess planting needs and plant trees and shrubs. They will assist with communications with volunteers and participants in our paddling events in June, July. And other duties as assigned.

Essential Functions. Functions that the applicant must be able to perform. These may be listed in bullet form:

- Climbing up and down steep, rocky, slippery streambanks, while carrying buckets and other equipment, and wading in streams
- Digging holes to plant trees and shrubs
- Reading maps
- Communicating clearly and professionally via phone and email
- Using Google workspace to manage shared documents

Marginal Functions. These are secondary to Essential Functions, may be negotiable, and can be completed as time allows. These may be listed in bullet form:

This position requires reliable personal vehicle

Please list any clothing/equipment the member will need that you cannot provide (e.g., hiking boots, waders, rain gear, etc.). As the host site, you are responsible for providing all tools and technical equipment needed for the position (e.g., computer, phone, GPS, etc.).

Hiking boots/closed toed sturdy shoes, rain gear, and general outdoor clothing for all weather conditions.

Desired qualifications:

- Ability to serve independently and as part of a team
- Able to adjust quickly to changing circumstances by taking initiative and problem-solving
- Ability to serve on multiple projects simultaneously while maintaining attention to detail and producing a steady volume of tasks in order to meet deadlines
- Comfortable outdoors in varied conditions
- Excellent interpersonal and communication skills. Ability to communicate with different personalities.
- Be true to Friends of Winooski mission
- Two year's college experience

Describe how the position will contribute to the program's National Performance Measures:

1. Number of individuals educated on environmental stewardship; number of individuals with an intention to change behavior
2. Number of miles of trails/streams/rivers improved
3. Number of acres of publicly owned or managed land improved

1. The Volunteer Coordinator will reach at least 6 individuals
2. The Volunteer Coordinator will contribute between .2 and 1 mile of improvement
3. The Volunteer Coordinator will be serving mostly on private land

### Focus Areas

Provide approximate impact numbers (e.g., miles of rivers treated) in each focus area. Refer to the 2021–2022 Performance Goals document for an explanation on each focus area.

Focus Area	Projected Impact Numbers	
Water Quality Improvement	Miles of river/stream/trail treated and/or improved	1
Protection and Restoration of Public Land	Acres of parks or public land treated and/or improved	-
Engagement, Outreach, and Education	Number of individuals receiving environmental stewardship education or training	6

Provide additional information (data, statistics, reports, etc.) that demonstrates the compelling need for the proposed position(s).

Our organization is growing and working hard to meet the need for watershed groups to implement clean water and aquatic organization passage projects, while also maintaining our grassroots connections to watershed residents. The Volunteer Coordinator would bolster commitments to recruiting, scheduling, and educating members of the public. This added capacity is a much-needed step on a path towards having a greater impact in the watershed and in the community.

Describe how the supervisor has adequate time and leadership experience to manage an ECO member:

The supervisor has 30 years of experience, including leadership in various contexts, and supervised three staff at Friends of the Winooski River last summer.

Describe networking opportunities that will be available to the member during service?

Friends of the Winooski River works with numerous partners, including US Fish & Wildlife Service, Vermont Fish & Wildlife, The Nature Conservancy, Vermont DEC, Vermont Natural Resources Council, Vermont Youth Conservation Corps, Vermont Land Trust, and more. The member will likely accompany staff to site visits and other meetings and events that would enable them to connect with staff of our partner organizations.

In what ways does your organization support diversity, equity, inclusion, and environmental justice?

We serve all residents of the watershed. Our staff have engaged in professional development to learn more about how we can improve our work with regard to diversity, equity, inclusion, and environmental justice. One action we are taking at this time is to review our communications to ensure that they are accessible and inclusive.

Thank you for your interest in serving Vermont through ECO AmeriCorps. The service-term will begin early May 2022 and end mid-August 2022. We look forward to getting to know you!

