



September 2020- August 2021 Service Year POSITION DESCRIPTION

Position Title

Assistant Project Coordinator

Sponsoring Organization

Friends of Northern Lake Champlain
St. Albans, VT

Sponsoring Organization's Mission

The Friends of Northern Lake Champlain (FNLC) is a non-profit organization that acts to clean the waters of northern Lake Champlain and its watershed by working collaboratively with citizens, businesses, farmers and government in order to reduce land-use pollution.

Our focus is to increase implementation and to encourage local, state, and federal funding. There can be no improvement in Lake Champlain water quality without the on-the-ground projects that improve the waters flowing into the Lake.

Goals for the ECO AmeriCorps Position

FNLC utilizes the services of a DEC ECO AmeriCorps volunteer to carry a significant portion of the service associated with its full slate of state and federally supported grant projects.

A listing of services that the member will service in 2019-20 include the following:

- Bike for the Lake and the Tyler Place Event - AmeriCorps member will design and update the projects exhibit map that will educate 300 bikers and 200 state and local lake leaders at our educational/fundraising events.
- LCBP Fairfax, Georgia, and Alburgh elementary schools Green Infrastructure design and construction projects, where three rain gardens will be constructed this summer.
- Will collaborate with Lake Champlain partners to conduct community education outreach - member will lead April Stools Day pet waste clean-up and Stream side clean up.
- Lake Champlain Basic Program Farm Field media challenge - will collect water samples and service filter on a bi weekly basis
- VT Agency of Natural Resources Project Rock water sampling - member will collect water samples on a bi monthly and high flow events to demonstrate effect of RAPs in a water basin with mostly agricultural land use.
- St. Albans Museum collaborative Lake Lessons for five local schools for half day field trips for 4th and 8th grade students - member will coordinate five learning centers

- VT Fish and Wildlife - two tier ditch monitoring for sediment collection and water quality in an innovative farm field design.
- Clean Water Initiative Fund - Deer Brook Gully design will move to construct grant application phase - member will assist in community outreach and serving local landowners that adopt construction projects.

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

General outdoor service to continue monitoring, sampling and clean up service in often harsh Vermont climate.

Physically fit to access natural terrain

Strong computer record keeping and communication skills

Excellent communication skills especially in small group setting

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

Public speaking in front of our event gatherings will happen on an infrequent basis

Projects May Include

Now in our 18th year, FNLC has several potential stormwater and resiliency projects in the watershed on both private and public lands. The project list is informed by the Tactical Basin Plans, geomorphic assessments, Municipal Stormwater reports, and through field observations. The goal is to have an ECO AmeriCorps Volunteer assist with various steps in project outreach, development, and implementation such as: project development, landowner/community outreach, further project scoping and mapping, assistance in writing grant applications specific to your service, seeking letters of support, and project implementation.

In addition, the ECO AmeriCorps member assigned to FNLC will be implementing education and outreach programming about water quality and resilience at our various events throughout the year.

Included in education and outreach events are:

- Organizing volunteers for river and stream back clean-up activities;
- Serving with St. Albans City and Town on educational materials around Stormwater drainage identification;
- Implementing and managing three rain garden constructions at Alburgh, Fairfax, and Georgia Elementary Schools
- Monitoring sediment and phosphorus retention of two-tier farm ditch in the Rock River watershed

Our AmeriCorps member will also be responsible for collecting, processing, and delivering water samples from the Rock River. As well as support at our education and outreach events.

Collaborating to partners on a dozen stormwater construction projects at Deer Brook Gully.

This position will help to increase the capacity of FNLC and the on the ground capacity of our partners. As we further develop these projects, we will be looking to our various federal, state, and local partners to bring the projects to implementation.

Desired Qualifications

Strong environmental scientific background, preferably with a bachelor's degree in a related field.

valid driver's license and able to drive rough VT back roads.

physically fit for walking and climbing on tough VT terrain.

Networking Opportunities

Absolutely, we attend several collaborative watershed group informational meetings where the ECO member will meet other lake leaders. They will organize educational materials at our farm meetings, social and athletic events where they will meet over a thousand community members. And they interacts with our board of directors on a monthly basis.

Service Conditions

Member will be expected to serve in the outdoors and in our headquarters.

There will be occasional evening meetings and weekend events that will be communicated in advance.

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.