



**AmeriCorps**

## 2023-24 ECO AmeriCorps

Environmental Careers and Opportunities (ECO) AmeriCorps is an AmeriCorps program within the Vermont Department of Environmental Conservation (VTDEC). ECO AmeriCorps is funded in part by an AmeriCorps state grant provided through SerVermont from the Corporation for National & Community Service. Service sites will provide meaningful service opportunities, regular supervision with oversight of service hours and timesheets, office space and office equipment, orientation to the worksite, additional training (as needed) and mileage reimbursement. The 2023-2024 program will begin mid-September 2023 and end in August 2024.

### **To be considered, service sites must:**

- Demonstrate a commitment to DEIJ principles and provide a pathway for involvement at the host site and program level.
- Be a non-profit, municipality, state agency, tribal government, or educational institution.
- Provide a position description showcasing activities that are appropriate to the mission of ECO AmeriCorps.
- Provide a work environment that is ADA compliant, drug-free, and carries supplies and equipment necessary for members to perform their duties.
- Be able to provide the cash match and mileage reimbursement at the federal General Services Administration (GSA) rate for service-related travel for the member.
- Attend a supervisor orientation and be available for a minimum of two subsequent site visits and check-ins from ECO AmeriCorps staff.
- Clarify any additional responsibilities to the member according to your organization's policies.
- Notify ECO AmeriCorps staff about conflicts or other issues as they arise.

### **Other Requirements and Responsibilities:**

- Confirm member selection, on-site training, member supervision and support throughout term of service, other forms and documentation as required by AmeriCorps, mileage reimbursement for service-related travel.
- Main supervisor must attend AmeriCorps supervisor orientation (or make special arrangements).

### **Host Site cost based on # of full-time employees:**

*Full-Time (1,700 hours over 11 months)*

- 0-3 \$8,000

- 4-10 \$9,000
- >10 \$10,500

*Half-Time (900 hours over 6 months)*

- \$5,250 regardless of size

*Quarter-Time (450 hours over 3 months)*

- \$2,625 regardless of size

For more information about the application:

- Visit the ECO Website for supporting documents: Becoming a Member | Department of Environmental Conservation ([www.ecoamericorps.org](http://www.ecoamericorps.org))
- Or contact Program Supervisor, Dustin Bowman, [dustin.bowman@vermont.gov](mailto:dustin.bowman@vermont.gov), 802-461-5222

*The Vermont Department of Environmental Conservation is sponsoring AmeriCorps positions through its AmeriCorps Program. 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.*

Name of Organization or Municipality:

UVM - Forest Ecosystem Monitoring Cooperative

Address of Organization or Municipality:

705 Spear St

Primary Supervisor Name and Title:

Ben Porter - Monitoring Coordinator

Primary Supervisor's email:

bporter5@uvm.edu

Primary Supervisor's phone #:

3157297808

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

The monitoring coordinator manages the on the ground functions of direct and indirect FEMC monitoring projects. These projects include forest health monitoring, meteorological stations on the lakes and in the mountains, an air quality site in Underhill, VT, and additional projects that FEMC may participate in through short-term partnerships. On top of the field aspect, additional responsibilities include helping with data analysis and report writing. The Forest Health Monitoring program is a main focus. The field season runs

from June through August and includes pre-season prep and planning for managing field crews to visit plots in 7 states throughout New England and NY.

Which hosting category are you applying to? Note: ECO prefers full-time members for the vast majority of our program opportunities.

Full-Time (September-August)

Half-Time (flexible)

Quarter-Time (May-August)

What is the title of the position you are requesting?

*Monitoring and Outreach Specialist*

Host Site Contribution Method:

Lump Sum

Quarterly, \*program preference is for one-time payment (reach out with questions)

Describe your proposed service project.

*[Note: performance measures are based on improved acres of public land, improved miles of waterways or trails, number of Vermonters provided environmental stewardship education or training, and number of members placed in green jobs after completing their AmeriCorps service. Capacity- building activities are allowed. Please describe any projected impact.]*

The ECO member will assist with two core programs of the FEMC. The first is the delivery of our Forest Health Monitoring summer field program. The ECO member, with oversight from FEMC staff, will help plan and implement the summer field program and apply quality assurance and control procedures to field data collection and data entry. The second is the development and delivery of the annual FEMC Conference held in December each year. The ECO member, with the FEMC staff and planning committee members, will hone the theme, identify potential speakers and solicit participation in the keynote, contributed talks, poster sessions and working group sessions for the conference. In addition, depending on the ECO member's skills and interests, the member will provide trainings to area K-12 students in forest measurement techniques, act as a field crew lead for the Vermont Forest Health crew, assist with meteorological and air quality monitoring station maintenance, attend events to promote the FEMC, support cooperators in utilizing FEMC's data archive services, and/or provide analytical and outreach support for FEMC partner projects.

What data collection tools will the member use to record the impacts of their service activity?

The ECO member will use forestry tools such as DBH tape, hypsometer, and clinometers to record forest health data on trees across the state. They will receive training in air quality monitoring protocols to collect rain water samples at our underhill site. They will help check and analyze forest health data to track changes to forest structure and health.

Please provide any additional information (data, statistics, reports, etc.) that demonstrates the compelling need for the proposed position:

This position fills several critical needs in the state and the region. As climate change interacts with other biotic and abiotic stressors, forests are changing in ways that we are still learning to detect. Projects such as the forest health monitoring program provide critical baseline information for detecting long-term trends, and point to areas of concern and vigilance, as outlined in FEMC's forest health monitoring reports. (e.g. [https://www.uvm.edu/femc/products/long\\_term\\_update/2018/vermont/forest\\_health](https://www.uvm.edu/femc/products/long_term_update/2018/vermont/forest_health)).

([https://www.uvm.edu/femc/attachments/project/999/MA\\_FHM\\_Report\\_V1\\_O\\_Final.pdf](https://www.uvm.edu/femc/attachments/project/999/MA_FHM_Report_V1_O_Final.pdf))

Helping with the FHM program is a huge service to the FEMC and integral part of its success over the last several service years.

Further, a key need for tackling these challenges is the ability to work across disciplines and organizations, which requires opportunities for learning and networking. The FEMC Conference survey results highlight this, where nearly 30% of respondents identifying general networking opportunities as the most important part of the day. Finally, engaging with cooperators and getting the word out about FEMC's monitoring and data archiving work is critical as cooperators from across the spectrum have identified the potential loss of data to retirements and turnover as a challenge with no easy solution, and to address this FEMC has developed a data rescue operation that supports broader archiving of data in the community.

What initiatives does your organization take to support diversity, equity, inclusion, and environmental justice (DEIJ)? Please include any historical data or details for on-going strategic plans, partnerships, and projects, as relevant.

Our parent institution (UVM) provides numerous supports, including training opportunities, that our staff have taken advantage of. FEMC staff are skilled in affirmative recruiting, and have recently initiated an internal conversation about how to better integrate DEIJ principles into our work, from considering who we invite to serve on advisory committees to how we value or represent different forms of ecological knowledge. In addition, many of our staff take active roles in promoting these principles outside their professional lives. As an organization we are open and encourage continual learning of DEIJ principles and how they can be applied to the work that we do at FEMC.

In past years, ECO service members have taken on an integral role of helping organize and run our DEIJ committee meetings, create a field SOP for safer and more inclusive field work, and the continuing project of creating a regional land acknowledgement for the work we do regionally. DEIJ is an integral part of the ECO members service with us.

Outline how DEIJ principles can be incorporated into your organization's work moving forward. (Provide examples of any trainings, workshops, projects, partnerships, etc.)

We are always working to incorporate more DEIJ trainings and principles in our work. We are striving to create an inclusive and safe workplace as we hire 12 season employees for our field season. Creating trainings and workshops for that program is an ongoing effort. We are also working on a land acknowledgement for the regional work we do, which is an ongoing learning process.

Describe specific challenges that your organization has faced while integrating DEIJ Principles.

Creating a land acknowledgment for the entire NE and NY region has been a challenge. Especially incorporating so many different tribes, bands, and peoples' lands and histories. It is a complicated process and one that cannot be rushed.

How will the ECO member be included or supported in on-going or future DEIJ work at the organization, if they so choose?

They will be invited to take a lead role in the DEIJ committee with support from other FEMC staff. We also will provide ample opportunity to take trainings to help further their own personal development.

Does the supervisor have adequate time and leadership experience to manage an ECO member? Please explain how:

Yes, I have 7+ years of leadership experience and 4+ years of direct supervisor experience leading large field crews in a supervisor's capacity. There is also support from other FEMC staff such as our program manager and our director who will support the ECO member as well.

Will the member have access to networking opportunities in this position? Please explain:

Much of the work the FEMC takes part in is about building relationships with cooperators in the region and providing high quality services that meet those cooperators' needs. As a part of our team, the ECO member will have the opportunity to participate in a number of meetings and projects with our partners. In addition, the two core activities the ECO member will take part in will provide ample opportunity for networking. The Annual Conference provides a great chance to network, both in the development of the conference by reaching out to potential contributors, and during the day of the conference. In addition, by helping to execute the field season, the ECO member will interact with program leads from both the Vermont Department of Forests, Parks and Recreation and the USFS Green Mountain and Finger Lakes National Forests. The outreach and engagement service will provide many other venues for the ECO member to meet members of the public and interested professionals.

Does your organization currently host or plan to host an AmeriCorps member from another program? If yes, briefly describe the duties of this other position.

No

Please list any clothing/equipment the member will need that you cannot provide (e.g., hiking boots, waders, raingear, etc.). Is a reliable vehicle expected? 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

Day pack

Rain gear

Tent

Sleeping bag

Headlamp

Personal vehicle (not required, but highly recommended).

Is there someone in your organization's network that might be interested in mentoring your ECO service member? \*Note, 1-2 hours per month, not required

Maybe

Are you willing to search with program staff over the summer to help your ECO member secure affordable and safe housing?

Yes

Many of our members are not from Vermont and are seeking a sense of community away from home. In what ways would you be willing to help them establish community connections? (Housing, peer networks, affinity spaces, local resources, fun places to go)

We would be happy to help the member find housing groups, local clubs and resources, and other weekend activities. Our staff is very welcoming and knows the areas well.

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.

Document can be found here: <https://dec.vermont.gov/administration-innovation/eco/current-host-organizations/prospectivehostsites>

Water Quality and Trail Improvement - Please project Impact Numbers on miles of river/stream/trail treated and/or improved.

0

Land Conservation and Remediation - Please project impact numbers on acres of public parks or other public, publicly managed or tribal lands improved.

0

Community Engagement Outreach and Education - Please project number of individuals receiving environmental stewardship education or training.

300

AmeriCorps Position Title:

Monitoring and Outreach Specialist

Program:

ECO AmeriCorps

Address: Davis 1, 1 National Life Dr Montpelier, VT 05620

Sponsoring Organization Name:

UVM - Forest Ecosystem Monitoring Cooperative

Sponsoring Organization Address:

Street, City, State, Zip

705 Spear St

Supervisor Name and Title:

Ben Porter - Monitoring Coordinator

Supervisor Contact Information:

Phone and email

bporter5@uvm.edu

Sponsoring Organization's Mission:

To serve the northeast temperate forest region through improved understanding of long-term trends, annual conditions, and interdisciplinary relationships of the physical, chemical, and biological components of forested ecosystems.

The FEMC also promotes the efficient coordination of multi-disciplinary environmental monitoring and research activities among federal, state, university, and private-sector agencies with common interests in the long-term health, management, and protection of forested ecosystems.

Goals for the ECO AmeriCorps Position:

The ECO member will assist with two core programs of the FEMC. The first is the delivery of our Forest Health Monitoring summer field program. The ECO member, with oversight from FEMC staff, will help plan and implement the summer field program and apply quality assurance and control procedures to field data collection and data entry. The second is the development and delivery of the annual FEMC Conference held in December each year. The ECO member, with the FEMC staff and planning committee members, will hone the theme, identify potential speakers and solicit participation in the keynote, contributed talks, poster sessions and working group sessions for the conference. In addition, depending on the ECO member's skills and interests, the member will provide trainings to area K-12 students in forest measurement techniques, act as a field crew lead for the Vermont Forest Health crew, assist with meteorological and air quality monitoring station maintenance, attend events to promote the FEMC, support cooperators in utilizing FEMC's data archive services, and/or provide analytical and outreach support for FEMC partner projects.

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

- Assist with planning and implementing the summer field program and communicating results in meetings and written reports

- Apply quality assurance and control procedures to field data collection and data entry through field and office tasks;
- Assist in developing the Annual Conference by planning logistics, identifying potential speakers, and soliciting participation in contributed talks, poster sessions and working group sessions for the conference;
- Develop and deliver online and in-person training materials for the FEMC Data Archive;
- Provide trainings to area K-12 students in forest measurement techniques
- Attend events to promote the FEMC through presentations and tabling

What are the secondary functions? These are projects or tasks that may be accomplished as time allows or applicant's interests evolve.

- Assist with meteorological and air quality monitoring data collection;
  - Provide analytical and outreach support for FEMC partner projects based on skills and interests of the ECO member. Past projects have included developing a forest indicators dashboard for Vermont, a risk model for streams impacted by hemlock woolly adelgid, and other analytical projects;
  - Support cooperators in utilizing FEMC's data archive services;
  - Depending on the skills and interests of the member, serve as the crew leader for two to three summer interns.
- Field visits will require up to 8 hours of travel in a rental vehicle. Ability to hike up to 6 miles per day with 20lbs is required. Member should expect to do several stints of camping for 3-4 nights at a time during the course of the season. There may be days where, due to travel, the ECO member will be expected to serve for 10+ hours (when daylight allows).

#### Desired Qualifications:

- Ability to identify northeastern tree species;
- Ability to manage and manipulate large amounts of data and information in Microsoft Excel or equivalent program;
- Ability to hike long distances over rough terrain and camp overnight in remote field locations;
- Ability to interact with people of diverse educational, professional and cultural backgrounds;
- Familiarity with Esri GIS software and spatial analysis concepts (or willingness to learn);
- Ability to organize and prioritize tasks efficiently and seek feedback as needed;
- Familiarity with forest inventory tools and measurement techniques;
- Experience planning large events, workshops or conferences;
- First aid certification or training.

#### 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

Service Conditions (will the position be largely outside, office based, hybrid or seasonally/project dependent, in schools, etc.) \*

Variable. Office, snow, rain, heat, bushwhacking, bugs.

Will the member have access to "vulnerable populations"? This includes youth, elderly and individuals with disabilities.

Yes

Time Requirements:

Full time: will need to complete a minimum of 1700 service hours, serving approximately 40 hours/week over the course of the 11-month service term, September 13, 2023 - August 9, 2024

Half time: will need to complete a minimum of 900 service hours, serving approximately 40 hours/week over the course of a 6-month term.

Quarter time: will need to complete a minimum of 450 total service hours, serving approximately 40 hours/week over the course of 3 months.

Orientation and Training:

ECO will provide members with 3-day orientation at the beginning of the service term. Host sites are expected to provide additional on-boarding training as well. Throughout the service term, ECO will provide in-person and virtual trainings to members on a variety of topics.

Benefits:

- Education award of \$6,895 (pre-tax) upon successful completion of service
- \$23,000 Living Allowance, paid bi-weekly
- Training

- Childcare assistance, if eligible
- Health Coverage
- Access to AmeriCorps Alumni Network
- Student loan forbearance and interest payments, if eligible

#### Evaluation and Reporting:

Mid and final performance reviews, quarterly reports, weekly

timesheets, and end of service survey. Thank you for your interest!