



**AmeriCorps**

# 2023-24 ECO AmeriCorps

## *Friends of Northern Lake Champlain*

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 site, additional training (as needed) and mileage reimbursement. The 2023-2024 program will begin September 13, 2023 and end August 9, 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 host site application:

- Visit the ECO Website for supporting documents: [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:

***Friends of Northern Lake Champlain***

Address of Organization or Municipality:

PO BOX 1145 St. Albans, VT 05478

Primary Supervisor Name and Title:

Dr. Kent E Henderson, Board of Directors Chair

Primary Supervisor's email:

[khenderson@friendsofnorthernlakechamplain.org](mailto:khenderson@friendsofnorthernlakechamplain.org)

Primary Supervisor's phone #:

8023731998

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

"Hands on" Board Chair with staff oversight responsibility to the FNLC Executive Committee, my responsibilities include oversight of all grant funded projects, development of new projects, outreach coordination, and fundraising.

Which hosting category are you applying to? Note: ECO prefers full-time members for the vast majority of our program opportunities. Please contact ECO AmeriCorps Program Supervisor [dustin.bowman@vermont.gov](mailto:dustin.bowman@vermont.gov) with questions.

Full-Time (September-August)

Half-Time (flexible)

Quarter-Time (May-August)

What is the title of the position you are requesting?

Assistant Project Coordinator

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 Assistant Project Coordinator position with FNLC has evolved to be an essential staff position that allows FNLC to fully participate in the implementation of clean water projects and community outreach. This service project will assist the Projects Coordinator in

1. Providing community education at three Shoreline Socials that will engage 2-300 residential shoreline owners and to coordinate with other local watershed groups and St. Albans Museum to provide shoreline STEM education to 400 local fourth grade students, parents, and faculty.
2. Project development for newly identified clean water projects to be added to the ANR Clean Water Portal and developed for CWSP funded BMPs in the three Water Basins served by FNLC.
3. Implementation oversight on existing FNLC projects with intensive involvement in water sample collection, data analysis, and farmer surveys on the 17-mile Vermont segment of the Rock River. This position will be responsible for collecting biweekly and high flow event water quality samples at ten sites and performing innovative ditching surveys in the Rock River watershed. A half dozen LaRosa Partnership sites are also approved for biweekly and high flow event sampling during the next ECO term.

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

FNLC BMPs utilize the ANR P loss calculator to estimate P loss reduction. VAEI reports provide data on our water collections. The Asst Project Coordinator will be responsible for data entry and regularly updating findings.

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

The FNLC annual budget attests to the fact that our organization cannot afford to compete with private business employers in hiring qualified candidates to perform the service that FNLC has been able to provide in coordination with the ECO program.

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.

By addressing water pollution, FNLC strives to support DEIJ by improving drinking water safety, recreational opportunities, and improvement of the environment for all. FNLC works with the public to advocate for environmental improvements that benefit marginalized populations. We support an "all in" approach to solving water quality issues and that carries through to our organizational makeup and commitment to inclusion, diversity, and equity. Whenever possible we participate in workshops, such as implicit bias training, to remain mindful and educate ourselves for continuous improvement.

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

FNLC outreach events are always broadcast to the widest audience via social media and press that is intended to reach the entire community. The next ECO member will be encouraged to bring back relevant new information to FNLC.

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

FNLC faces similar challenges that we hear from local law enforcement, UVM Extension outreach, and others, which is that Vermont has such an overwhelmingly concentrated census, that small opportunity exists for interaction that allows for more integration of DEIJ Principles. But this will not stop FNLC for looking for new opportunities to serve the underrepresented community.

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

FNLC welcomes the ECO member to share ongoing DEIJ work with the FNLC Board and use those skills in all of our adult and grade school educational outreach events.

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

Yes, as a Veterinary Practice owner, I was responsible for training 17 newly graduated veterinarians and developed skills in mentorship over my 43-year professional career. One of the most rewarding responsibilities that I provide to FNLC is serving with recent grads and learning from their new information and approaches.

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

FNLC has strong statewide connections with lake leaders and agency personnel. ECO members will interact with local watershed groups, the FNLC Board of Directors, and the community in general, on a constant basis. I make it a point to invite the ECO's to participate at WUV, ANR, and VAAFM meetings and introduce them to personnel on a regular basis and try to provide the ECO member with a return on the great financial sacrifice that they are making to serve FNLC's mission.

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.).

boots and/or waterproof footwear

Rain gear

Sun/Insect protective headwear

Vehicle (FNLC will reimburse mileage at federal rate)

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

Yes

No

Maybe

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

Yes

No

Maybe

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)

I always develop a personal relationship with ECO members and can assure that the Board of Directors always reach out and make ECO members welcome. We focus on including them in local events.

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

17 miles on the Rock River sub watershed assessment project, 8 miles of Fairfield Pond Watershed Assessment, a few miles on Stevens Brook clean up. 1/2 mile of Georgia Town Beach shoreline stormwater control project, 1/4 mile shoreline at the Swanton Town Beach BMP installations, 1/2 mile on the Highgate Springs stormwater retention BMP and 1 mile of Mill Brook on the Polly Hubbard Rd Stream bank erosion project.

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

For our Stormwater BMP projects on municipal and state roads, Georgia Town Beach (3A), Swanton Town Beach (2A), US Route 7 (19A) Polly Hubbard Rd (5A)

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

3 Shoreline Socials 200 adults , Lake Lessons 240 4th grade students, 25 adult chaperones, 25 faculty, Annual FNLC meeting - 80 adults, Summer Farm Field Day - 80 adults, RSEP stormwater meeting - 50 adults Bike for the Lake - 300 riders

AmeriCorps Position Title:

Project Coordinator Assistant

Program:

ECO AmeriCorps

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

Sponsoring Organization Name:

Friends of Northern Lake Champlain

Sponsoring Organization Address:

Street, City, State, Zip

PO BOX 1145, 6 Fairfield Hill Rd, St. Albans Town, VT 05478

Supervisor Name and Title:

Dr. Kent Henderson, FNLC Board of Directors Chair

Supervisor Contact Information:

Phone and email

802-373-1998, khenderson@friendsofnorthernlakechamplain.org

Sponsoring Organization's Mission:

Friends of Northern Lake Champlain is a non-profit organization that works to clean the waters of northern Lake Champlain and it's watershed by working collaboratively with citizens, businesses, farmers and government to reduce land-use pollution.

Goals for the ECO AmeriCorps Position:

Goal is that by supporting FNLC's water quality monitoring, BMP implementations, and educational outreach events, that non-point source Phosphorus loss into the northern arm of Lake Champlain will be reduced to support the State's goal of satisfying EPA's TMDL goals.

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

Physical ability to walk 3 miles and ability to collect, filter, and process water samples in a variety of Vermont climate conditions.

Serve independently to meet deadlines and project milestones.

Have or obtain a valid driver's license and reliable automobile to travel to water quality testing sites.

Willingness to "get hands dirty" to help implement small scale green stormwater infrastructure.

Follow written protocols.

Be a self-motivated critical thinker.

Willing to serve on projects with school aged children.

Willing to participate in occasional night and weekend educational events.

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

Marginal functions include:

Basic laboratory skills

GIS knowledge and ability

Grant writing

Desired Qualifications:

FNLC is seeking an ECO AmeriCorps member with a bachelor's degree, or background in geology, biology, natural resources, environmental studies, or environmental engineering. The ideal candidate will have the ability to use word processing and spreadsheet software to compile and analyze data and must be a self-starter with the ability to serve independently.

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.) \*

Indoor FNLC Office room to compile data and reporting on laptop and processing water samples,

Outdoor shoreline educational outreach venues, riverside water collection sites in a wide variety of Vermont seasonal conditions.

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 in-person 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!



