



AmeriCorps

2023-24 ECO AmeriCorps

Lands, Trails, and Education Coordinator

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)

- \$5,250 regardless of size

Quarter-Time (450 hours)

- \$2,625 regardless of size

For more information about the application:

- Visit the ECO Website for supporting documents: www.ecoamericorps.org
- Or contact Program Supervisor, Dustin Bowman, 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.

Email*

simon@maltvt.org

Name of Organization or Municipality:

Middlebury Area Land Trust

Address of Organization or Municipality:

PO Box 804, Middlebury, VT 05753

Primary Supervisor Name and Title:

Simon Schreier, Education Manager

Primary Supervisor's email:

simon@maltvt.org

Primary Supervisor's phone #:

6466625829

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

I oversee MALT's education programs, including after-school, vacation camps, summer camps, and public programming. I also coordinate MALT's membership and charitable giving program (donors up to \$1,000). I manage MALT's AmeriCorps members; this involves applying for multiple AmeriCorps placements with

ECO and VHCB, onboarding members, and providing ongoing supervision, mentorship, and support. MALT is a small organization, so I also help with other duties, such as strategic planning, advertising and publications, and even trail maintenance and land stewardship.

Which hosting category are you applying to? Note: ECO prefers full-time members for the vast majority of our program opportunities. Please contact dustin.bowman@vermont.gov 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.]

MALT's AmeriCorps Member will bolster opportunities for Addison County residents to connect with the lands MALT protects. They will recruit, engage, and coordinate volunteers to serve on MALT's lands and trails. They will build more connections, of deeper quality, between the human community and MALT's natural spaces through youth and adult education programs.

Our 2023-2024 ECOAmeriCorps Member will primarily focus on stewardship of lands and trails while growing MALT's volunteer recruitment and management efforts in these areas. A secondary role will be as a support teacher in our youth education programs on MALT's conserved lands and trails. There is some flexibility in the projects available to the member and their interests will help determine areas they serve in.

The ECO AmeriCorps member may have the opportunity to engage with the following activities. Their exact responsibilities will be shaped by the members interests and MALT's critical needs.

IMPROVE LANDS, TRAILS, and EDUCATION by:

- 1) Continuing to engage MALT's 150 annual volunteers in environmental education, maintenance and improvement over 30+ miles of trail on MALT-conserved and other public lands, and stewardship and of 3,700+ acres of conserved land. To this end, MALT is hiring a Trails and Volunteers Coordinator to help make our volunteer program more robust. The ECO AmeriCorps member may choose to support these activities, to increase the number of trail volunteers and miles of maintained trails.
- 2) Monitoring, maintaining, and improving at least eight miles of MALT-owned trails adjacent to Otter Creek, a tributary of Lake Champlain, in conjunction with the Trails and Volunteers Coordinator. Focus will be on increasing lifespan of popular trails, replacing aging trail infrastructure, engaging volunteers in trail maintenance, and managing wildlife impacts such as beaver ponds resulting in submerged trails.
- 3) Facilitate MALT Community Science Monitoring Program. This program, piloted in 2022, engages five community scientists in monitoring MALT's owned lands and lands on which we hold easements. This increases MALT's capacity to adequately monitor property for appropriate usage, and deepens the community's engagement in hands-on land conservation. The ECO AmeriCorps member may choose to focus on growing the capacity of this program, with a goal of engaging up to three additional community scientists to monitor MALT lands.
- 4) As a part of a trail-building team, build out three miles of trails at Salisbury Mills. MALT is engaged in a campaign to improve access to this conserved landscape. In Spring 2023, we anticipate increasing parking

availability. With the ensuing increase in use, we intent to construct over three miles of trails, and install 12 interpretive signs to help visitors enjoy this incredible natural and industrial landscape.

5) Assist in the planning, coordination, and delivery of MALT education programs, including: two days/week of afterschool programming during the school year, February and April vacation camps, and nine weeks of MALT summer camp from June through August. During the summer camp season, the ECOAmeriCorps member will spend roughly 80% of their time delivering summer camps.

6) In collaboration with MALT's staff and board, develop tools for setting conservation priorities within Addison County. Implement those tools to assess lands currently stewarded by MALT.

7) Coordinate a cohort of twelve trail stewards. Stewards monitor the Trail Around Middlebury (TAM), and report maintenance issues. The ECO AmeriCorps member will join each steward for one walk, and help volunteers troubleshoot maintenance issues.

DEEPEN ADDISON COUNTY'S CONNECTION with MALT's 30 miles of trail and 830+ acres of public lands. This will be accomplished by:

1) Designing, leading, and improving nature-based, environmentally-themed programs for over 300 youth, ages Pre-K through 18. Themes include wilderness skills, nature connection, local ecology, and nature art. Service projects on MALT trails and lands will be included in youth programs.

2) Design and deliver public programs to engage 40 participants. In the past, programs have included a "root roast" campfire, star gazing in collaboration with amateur astronomers, and snowshoe hikes, among many other experiences. The ECO AmeriCorps member will have the opportunity to design and deliver their own public program in alignment with MALT's mission and values. The member may help plan, advertise, execute, and evaluate these popular programs in 2023-2024. .

4) According to 2023 goals in MALT's Strategic Plan, articulate the values, goals, and outcomes of MALT's educational activities. This work will be done in collaboration with the Education Manager and the Education Committee.

5) Lead the Counselor in Training program; select, train, and coordinate fifteen high school age volunteers as a part of MALT's summer camps.

6) Plan and execute an annual celebration for all volunteers involved in stewarding MALT lands and trails. This activity will help cultivate a more closely knit community of volunteers.

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

MALT ECO AmeriCorps members maintain a log of their service measurables, updated weekly. This log includes information on trail miles maintained/built, number of learners engaged in educational experiences, number of volunteers and their service hours, and acres of land monitored.

From January 2024 onward, ECO AmeriCorps members conduct entry and post-program surveys with educational program participants to evaluate the effectiveness of these experiences.

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

AmeriCorps Members bring MALT's mission to life, allowing us to reach people, lands, and trails in ways we could not otherwise with our staff of three. MALT serves as a small, local land trust with over 35 years of conservation success. Over time, MALT has built intimate connections with the community by creating and protecting unparalleled access to recreation opportunities.

MALT's Trail Around Middlebury is an exemplar of our grassroots conservation efforts. The 19-mile TAM is a textbook network of conserved lands, creating an "emerald necklace" around Middlebury. The TAM parallels about seven miles of Otter Creek, a major tributary of Lake Champlain. The trail is maintained for walking, running, biking, snowmobiling, skiing, and snowshoeing. It connects Weybridge, New Haven, Cornwall, and Middlebury and includes 15 locations with parking access and several on-foot access points throughout local neighborhoods. Users include local residents, Middlebury College students, families, and staff, and seasonal tourists.

Recently, MALT has grown to provide nature education and connection to nearly 400 annual youth program participants and an estimated 10,000 unique users of our 30-mile trail network.

With that said, there is a compelling need for MALT to do more. As the TAM hits 23 years-old, trail infrastructure is in need of significant maintenance and repair. Providing adequate care for the time is crucial to provide thousands of recreational opportunities and to ensure the trail can continue to be enjoyed safely.

The ECO AmeriCorps member plays a critical role in increasing MALT's capacity to provide out-of-school-time care. In 2022, families registered for 393 spots in MALT Summer Camp, and we were able to meet roughly half of that demand (203 enrolled spots). The same is true for after-school programming; families applied for 104 spots, and MALT enrolled 63. Time and time again the demand our registration numbers demonstrate the need for outdoor educational programming, and we are only meeting about 50%-60% of that need. Hosting an ECO AmeriCorps members allows MALT to offer more placements in high-quality outdoor education programs at a reasonable cost for families.

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.

MALT's early exploration of this topic was born in our youth education programs. In the past two years we've gathered data on demographics of program participants and volunteer engagement. We've presented this data to our strategic planning circle, which includes board members, staff, AmeriCorps members, and key volunteers. MALT's 2022-2025 Strategic Plan includes an action agenda for DEI.

Our work in this area includes, but is not limited to:

- Redesigning our registration systems in 2022, moving away from a "first-come-first-serve" system that benefitted families with faster broadband, the resources to pay for early access, and the ability to sit and wait to registration, to a "lottery + ranked choice" system that aims to distribute program placements more equitably.
- Partnering with donors and schools to grow our scholarship systems and offer financial support without means-testing. Last year MALT collaborated with school administrators in Lincoln to offer two fee-free spots in our summer camp programs. Interest in this program has increased, and we hope to offer 10-20 reduced-fee and fee-free spots in MALT summer camps.

- Reviewing program materials to ensure we offer a diversity of perspectives and content from a variety of cultures, and training educators in practices for creating a safe and welcoming space for learners of all identities.
- Offering programming in historically underserved geographic locations and Title I schools. MALT has collaborated with Shoreham Elementary School to offer school-time field trips. We will also be hosting our first summer camp in Salisbury, another community with a Title I school.

This work extends beyond our education programs. The 2023-2024 ECOAmeriCorps member will help develop tools to prioritize conservation activities in Addison County. One lens that will be applied in the creation of these tools is equity; how can we prioritize conservation projects to expand access to protected spaces for all people?

MALT does not take part in lobbying activities for environmental justice issues, however we have land conservation and stewardship policies that include criteria for improving access to and quality of natural spaces. MALT works with communities outside of Middlebury - including Weybridge, Lincoln, and Salisbury - to bolster conservation efforts at the local level.

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

DEIJ principles can be applied at all levels of the organization, and in all functions. Some examples include:

- Creating registration systems for educational programs that address bias. MALT's new "lottery + ranked choice" registration provides a systematic framework for processing enrollment, removing some (but not all) sources of bias on the part of the person conducting the process.
- Providing interview questions to applicants prior to the interview. This allows folks who benefit from reflection and preparation to have the same chance at success in an interview as someone who thrives when coming up with responses on-the-spot.
- Staffing and scheduling models that allow for flexibility. AmeriCorps service members and MALT staff can take the requisite time to attend to family and personal needs. MALT personnel have leveraged this flexibility to attend to their mental health and help care for family.
- Partnerships. MALT collaborates with administrators at Title I schools to offer free or reduced-fee experiences. By partnering with community-based organizations like PTO's and select boards, we find creative ways to fund these experience and make them accessible to an audience that represents the geographic diversity of Addison County, as well as the varying financial realities of these communities.
- Access to core infrastructure is always free, and trails are built within walking distance of many communities. It takes time, energy, and financial resources to care for over 30 miles of trails around Addison County. Nonetheless, these trails are free to use. In Vermont, access to transportation can be a barrier to accessing these landscapes. The 19-mile Trail Around Middlebury is special; it passes through densely populated areas, within walking distance of thousands of people.

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

Financial Barriers: offering reduce-fee or free programming requires finding the financial resources to do so. We're optimistic that we can tap into a highly-motivated group of donors to make this happen.

Lack of capacity: MALT has two FT staff members at the moment, with a vacant trails manager position. We are all working hard to care for the TAM, monitor lands, supervise servicemembers, and deliver myriad education experiences. We don't necessarily have an abundance of time to dedicate to creating new initiatives, or investing in authentic partnerships with organizations working in the DEIJ space.

Lack of data: MALT began collecting demographic information from program participants in January, 2023. Prior to that, we have minimal data about who we have served. It will take time to collect enough data to draw meaningful conclusions about who we are (and are not) serving. We also collect minimal data about trail users. With an estimated 10,000 users annually, this is a huge blind-spot for us, in terms of knowing who is accessing MALT-conserved lands.

Minimal lived-experience among staff: MALT proactively seeks to make our hiring and employment practices equitable. With that said, our staff is diverse in some metrics (geographic origin, age, educational background), but not necessarily diverse in others ways. With a small staff and budget, it can be challenging to attract candidates from diverse backgrounds.

Lack of affordable housing: Addison County, like much of Vermont, has a dearth of affordable rental units. This constraint severely limits who can live here and participate in the AmeriCorps experience.

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

DEIJ work is not relegated to a single department or role; it's woven into all facets of MALT's work. The ECO member will have the opportunity to support this work in a number of ways, including:

- helping develop and pilot a new scholarship system, offering fee-free and reduce-fee spots in MALT's programs

- developing public programming with the specific goal of reaching underserved communities. To that end, the servicemember will support partnership building with local organizations, in order to create authentic experiences that speak to the needs and desires of these communities.

- assist in processing demographic data from program participants. In September 2023 MALT will have been collecting demographic information for one year. This abundance of data will need to be processed so that we can better understand who we are - and are not - serving. The outcome will be a summary report comparing MALT's current audience to the demographics of Addison County as a whole.

- attending trainings provided by partner organizations. MALT will work with the servicemember to ensure they can attend trainings in the DEIJ space. We have adequate and flexible staffing to allow servicemember to step away during most seasons (Summer may be an exception to this - the camp season and trail maintenance season coincide, making Summer an especially busy time).

- Continuing to improve free access to the TAM by maintaining trails, updating signage, and communicating with adjacent communities.

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

With 15 years of collective experience in AmeriCorps service and host site supervision, MALT is passionate about mentoring AmeriCorps members as they grow and thrive in service-oriented roles. Since 2018, MALT

has hosted 11 AmeriCorps members, bringing an immense amount of energy, creativity, and service ethic to Addison County. We are ecstatic to apply as a partner and host site in 2023-2024.

Jamie Brookside served as the ECOAmeriCorps host site supervisor during the 2018-2019, 2019-2020, and 2020-2021 service years. Additionally, MALT's Lands & Trails Manager, Caleb Basa, served as host site supervisor during the 2021-2022 service year. Education Manager Simon Schreier is our third full-time staff member. He served as an AmeriCorps member with the National Park Service; this experience was his entry point into a nearly 10-year career in environmental education.

Simon embodies the ethic and appreciation of AmeriCorps members that is vital to them feeling supported, welcomed, and valued at their host site. Simon has supervised 11-month term staff in his work with The Wild Center, a science and natural history museum in the Adirondack Mountains. In that capacity he helped staff create and deliver educational programming, and developed a mentorship system which paired term staff with full time staff to provide ongoing support.

Since joining MALT in 2022, Simon has supervised four AmeriCorps servicemembers. In conjunction with ECO, he helped design a new quarter-time experience, spread out through the year. The members serving in this program - Audrey Welsh and Chad Kim - have had positive experiences in their service.

Simon will serve as supervisor for MALT functions of the 2022-2023 member, with Jamie serving in a support role.

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

MALT's work is deeply embedded in the community. The AmeriCorps servicemember will have the chance to connect and collaborate with multiple organizations, including: Otter Creek Audubon Society, Vermont Audubon, the Vermont Land Trust, various regional conservation commissions, the Addison County River Watch Collaborative, the Patricia Hannaford Career Center, Shelburne Farms, and many more. The servicemember may also attend any of a number of regional gatherings relevant to their work. Past members have attended the NOFA-VT conference, In Bloom for early childhood nature-based education, and Summerama by the VT Parks & Rec Dept. MALT is committed to flexible scheduling so that members may attend professional development opportunities that best fit their interests and needs.

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.

Yes, MALT intends to host a full time AmeriCorps member from the Vermont Housing and Conservation Board during the 2023-2024 season. MALT may also host an additional quarter time member through VHCB in summer 2024.

The duties of the full time VHCB AmeriCorps will center around our education programs. They will be a core part of our team in delivering summer camp. In addition, they will work with the Trails and Volunteer Coordinator to carry out conservation and trail maintenance projects.

The quarter time VHCB member will assist in delivering MALT's Summer Camp programs and executing trail maintenance projects during the busy growing season.

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.).

-Waterproof hiking boots or other appropriate footwear, for outdoor activity in rough terrain under cold/snowy/wet conditions.

-Rain gear

-Winter gear such as snow pants, coat, hat, neck warmers, gloves/mittens

-Access to a personal vehicle (MALT will reimburse for out-of-town mileage)

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)

I've seen AmeriCorps members thrive in this area, and other struggle. I feel it's the responsibility of the host site to lay the groundwork for a member's success in finding community, and it's a members responsibility to proactively take advantage of those opportunities.

As far as what host sites can do:

-Accommodate and encourage servicemembers attendance at ECOAmeriCorps and statewide AmeriCorps events. This means finding support staff to step in for education programs, reminding the servicemember of these opportunities, and helping them step away from their other responsibilities so that they may attend.

-Have a list of support resources on-hand. After attending the mental health first aid training, I've compiled a list of support resources that can be offered to servicemembers as-needed.

-Creating opportunities to connect with other local servicemembers, including those within MALT. A great advantage of having multiple servicemembers at MALT is that they connect with each other. MALT servicemembers have met up to rock climb, ski, and hike. Having multiple servicemembers helps folks find their peers and feel like they are a part of a local cohort, as well as the ECO cohort.

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

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

75

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

175

AmeriCorps Position Title:

Lands, Trails, and Education Coordinator

Program:

ECO AmeriCorps

Sponsoring Organization's Mission:

The Middlebury Area Land Trust works with out community to conserve natural and productive landscapes, and to enhance scenic, recreation, and educational opportunities

Goals for the ECO AmeriCorps Position:

- As a part of the education team, engage 120 learners in after-school outdoor educational experiences.
- In conjunction with the Trails and Volunteer Coordinator, care for 30 miles of trail, including the 19-mile Trail Around Middlebury (TAM), by conducting regular monitoring and maintenance, as seasonally appropriate
- Monitor up to 150 acres of MALT-conserved land to ensure ecological integrity and compliance with easement and deed restrictions.
- Coordinate up to 150 volunteers to assist with trail maintenance
- Coordinate up to six volunteers as a part of MALT's Community Science monitoring program; these volunteers assist in monitoring MALT-conserved land.

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

There are many ways an AmeriCorps member can serve at MALT. Please note, that due to the quarter-time nature of this position, the servicemember will engage in a subset of the activities listed below. The servicemember will collaborate with their supervisor to identify projects that meet both MALT's needs and the member's interests and learning goals.

- IMPROVE LANDS, TRAILS, and EDUCATION by:

- 1) Continuing to engage MALT's 150 annual volunteers in environmental education, maintenance and improvement over 30+ miles of trail on MALT-conserved and other public lands, and stewardship and of 3,700+ acres of conserved land.

2) Monitoring, maintaining, and improving at least one mile of MALT-owned trails adjacent to Otter Creek, a tributary of Lake Champlain, in conjunction with the Trails and Volunteer Coordinator. Focus will be on invasive species management, erosion control to protect natural characteristics of the trail, and increasing lifespan of popular trails.

3) Assist the Trails and Volunteer Coordinator to engage new volunteers in an expanded land stewardship program.

4) Assist in the planning, coordination, and delivery of MALT education programs, consisting of two-three days/week of afterschool programming during the school year serving 120 learners annually, and public programs roughly 1-2 days per month. Themes include wilderness skills, nature connection, local ecology, and nature art. Service projects on MALT trails and lands will be included in youth programs.

5) Support MALT's conservation work by coordinating three community science monitoring volunteers, recruiting additional volunteers to expand easement monitoring activities, and conducting monthly meetings with landowners to steward ongoing relationships.

DEEPEN ADDISON COUNTY'S CONNECTION with MALT's 30 miles of trail and 830+ acres of public lands. This will be accomplished by:

1) Collaborate with MALT's Education Manager and VHCB AmeriCorps Member to develop and deliver adult and family programs. These were cancelled due to COVID-19 restrictions, but have since returned. The member will help plan, advertise, execute, and evaluate these popular programs in 2022-2023.

2) According to 2023 goals in MALT's Strategic Plan, articulate the values, goals, and outcomes of MALT's educational activities. This work will be done in collaboration with the Education Manager and the Education Committee.

3) Assist the Executive Director and Education Manager to plan and execute an annual celebration for all volunteers involved in stewarding MALT lands and trails. This activity will help cultivate a more closely knit community of volunteers.

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

-Interacting with MALT's mapping files to improve conservation processes and records

-Publicize MALT's activities via social media, website, newsletters, flyers, and blogs.

-Assist with special events as an educator (e.g. Middlebury Green Up Day, the TAM Trek – an annual trail race and celebration, etc.)

Desired Qualifications:

-Progressing towards a degree in an environmental field such as environmental sciences, natural resources, recreation, conservation, or related field

-At least three months of teaching experience (camp counselor, tutor, teaching assistant, etc.)

-Knowledge of, or interest in learning, the use of simple hand tools such as drills, hammers, weed whackers, etc.

- Comfort speaking in front of, and leading large groups of youth
- Demonstrated passion for serving with youth, ages Pre-K to 18
- Ability to serve independently for long periods of time, and also enjoy being a part of a team
- A strong conservation and environmental ethic that can be communicated to the public through education events, volunteer coordinating, written publications, and everyday interaction with the public
- Experience in Microsoft Word, Excel, Publisher, and Social Media platforms
- Highly organized with astute attention to detail
- Enthusiasm to serve with a fast-paced, passionate, environmental non-profit
- A can-do attitude and willingness to be a problem solver in independent and team settings

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.) *

Service is conducted in both indoors and outdoors environments. The servicemember will be provided with office space. Outdoor service is conducted throughout the year in all weather conditions, and may include educating students, conducting trail work, and monitoring properties. The servicemember needs to be able to spend time outdoors and move quickly over uneven and steep terrain, carrying up to 30 lbs.

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

Yes

Time Requirements:

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

- **Service Schedule**

40 hours/week during J Term

approx. 8 hours/week during the academic year

- **Approximate dates**

September 13, 2023– December 15,2023 and;

J-term: January 4, 2024 – February 1, 2024** and;

February 12, 2024 – May 22

**Course credit is available for J-Term service.

Service during J-Term is full-time (approx. 40 hours/week)

Orientation and Training:

ECO will provide members with 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 \$1,824 (pre-tax) upon successful completion of service
- \$6,088 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!