



AmeriCorps Position Description

Position Title: Restoration Education Outreach Coordinator

Project Sponsor: Institute for Applied Ecology www.appliedeco.org

NWSA Mission: This position is in partnership with the Northwest Service Academy (NWSA), an AmeriCorps program of ESD112. NWSA's mission is: To preserve and restore the natural environment, and to develop community leaders through service and community partnerships. www.nwserviceacademy.org

Project Location: Corvallis, OR

Position Summary: The Restoration Education Outreach Coordinator will work with local school groups weekly, teaching about Willamette Valley ecology and restoration while propagating endangered plant species for reintroduction with student and adult citizen scientists (70%). This will include seed collection, field assessment of potential reintroduction sites, and other associated field work (20%). In addition, s/he will work with the Ecological Education Program staff to assist in the development of a statewide native plant curriculum and other associated ecological education program projects (10%).

General Responsibilities (to include, but not limited to):

- Make weekly visits to local schools to guide restoration activities including propagation of endangered plant species in school greenhouses and outplanting in the field.
- Tailor stewardship project activities to meet the needs and schedules of participating teachers.
- Conduct outreach to engage community members in restoration project planning and implementation associated with the RARE Partnership and the Benton County Habitat Conservation Plan.
- Provide training, technical assistance and support to student and teacher volunteers.
- Collect seeds of endangered and common species from local native prairies to be used in restoration.
- Work with local land managers (City of Corvallis, Benton County, Greenbelt Land Trust, Finley National Wildlife Refuge, Oregon Department of Fish and Wildlife) to ensure adequate site preparation prior to reintroductions.
- Compile a resource guide to assist participating teachers.
- Assist Ecological Education Program staff in developing curriculum materials to make this program available in other communities.
- Seed collection and preparation of materials for reintroduction.
- Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
- Attend and complete all NWSA/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
- Wear an NWSA uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

Position Requirements:

- Excellent writing skills.
- Ability to work independently as well as in groups.
- Teaching/mentoring experience.
- Safe driving skills.
- Ability to lead/teach a group of students or volunteers unsupervised.
- Strong organizational and interpersonal communication skills.
- Strong interest in botany and ecology.

- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
- Ability to commit to the full term of service for which they are applying.
- Must successfully pass a fingerprint criminal history background check provided through NWSA and/or Project Sponsor Agency.
- Regular and reliable attendance.
- Have not previously served two terms in an AmeriCorps*State or National program. Members may serve up to three terms in a National Service Program, but only two terms may be within an AmeriCorps*State or National program. Members are only eligible for an education award for their first two terms of service, regardless of the type of term (full or part-time) and regardless of the successful completion of that term.

Preferred Qualifications:

- Work experience in botany, ecology or restoration.
- Experience propagating plants or working in a greenhouse.
- Experience working with middle and high school students.
- Experience managing volunteers.
- Familiarity with scientific and ecological study design.
- An enthusiastic willingness to learn.

Member Benefits Include:

- A taxable, monthly living allowance (before taxes, approximately \$1036).
- Upon successful completion of a term of service, eligible members/leaders receive an education award of \$4,725. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Basic medical insurance (covers members only, not dependents; vision and dental not included).
- Child care allowance for those who qualify.
- Professional development, trainings and networking opportunities.

Transportation Information:

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Organizational vehicle is available for service activities. Member is covered by organization's vehicle insurance policy.

Application Deadline: July 1st or until filled
Interviews: No set schedule. Open until filled.
Service Dates: September 14, 2009 - August 17, 2010

NWSA Center: Lower Columbia Center
Type of Position: Individual Placement
Length of Term: 1700 hours (11 months)

How to apply:

Step 1 - Email résumé, cover letter and contact information for three references to the Project Sponsor for this position – Jen Cramer at jen@appliedeco.org. The Project Sponsor will conduct all initial interviews and recommend a candidate for this position. All recommended candidates will also interview with Northwest Service Academy.

Step 2 - Complete your application and submit materials to Susan Navrotsky at susan.navrotsky@esd112.org.

Application materials can either be completed online at the [AmeriCorps website](#) or downloaded from the NWSA website "[How to Apply](#)" page and submitted via email (preferable), mail or fax. A complete Member application includes the following:

- **AmeriCorps Application**
- **Two Written References**
- **Certification Form** - This document must be mailed or faxed to our office with an original signature.

Questions about the position? Contact:

Jen Cramer
Ecological Education Program Director
jen@appliedeco.org
541-753-3099 ext. 301

OR

Ian Silvernail
Project Leader
ian@appliedeco.org
541-753-3099 ext. 303

General questions about AmeriCorps, NWSA or our recruitment process? Contact:

Susan Navrotsky
Statewide Individual Placement Program Coordinator
NWSA Lower Columbia Center
55 SE Main Street
Portland, OR 97214
(503) 234-2383 ext 106
(503) 232-0166 (fax)
susan.navrotsky@esd112.org

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