



AmeriCorps Project Conserve 2019 – 2020 Service Description



AmeriCorps Position Title: Stream Monitoring Coordinator
Host Site: The Environmental Quality Institute

Service Term: September, 2019 – July 31, 2020

Supervisor Name: Michelle Pena-Ortiz
Supervisor Title: Assistant Director
Supervisor E-mail: michelle@eqilab.org

Address: 104 Eastside Drive, Unit #302
Black Mountain, NORTH CAROLINA 28711
Phone: (828) 357-7411
Fax:
Website: www.eqilab.org

Host Site Mission Statement:

EQI collects scientific data that informs environmental understanding and decision-making.

Summary of Position:

EQI conducts volunteer chemical and biological stream monitoring in WNC to gather data on regional water quality. The Stream Monitoring Coordinator will recruit and manage volunteers and communicate with community and organizational partners through online and print media, meetings, presentations, and outreach events. This position will assist EQI by growing the volunteer base, supporting the collection of reliable environmental data, and disseminating the results to the broader public. The position will also include participation in a wide variety of adult and youth educational events to increase the public's understanding of stream ecology, local water quality, and community science.

Qualifications – Knowledge, Skills, and Abilities:

- A Bachelor's degree in Environmental Studies, Ecology, or related science is required.
- Knowledge of MS Office software, including Powerpoint, Excel, and Word, is required.
- Excellent oral and written communication skills are required.
- Detail oriented work style with ability to multi-task is required.
- Experience with stream monitoring or citizen science efforts is strongly preferred.
- Experience with GIS software is preferred.
- Eligible applicants must be at least 18 years of age, be a citizen, national, or lawful permanent resident alien of the United States, and consent to a criminal history check.

Preferred Service Hours / Weekly Schedule:

9:00am--5:00pm M--F (flexible), some weekends

Position Responsibilities and Duties

Conservation Education: 40%

- Receive in-house training in chemical and biological sampling and analysis methods to support education efforts
- Participate in regional youth and adult education events relating to chemical and biological water quality monitoring
- Assist with EQI's biomonitoring workshops each spring and fall
- Develop tools to aid in educational events, such as mapping and other visual interpretations of monitoring data

Volunteer Infrastructure Program (VIP): 40%

- Recruit volunteers for biannual biomonitoring workshops, schedule sampling each spring and fall, and maintain Quality Assurance records for the volunteers
- Recruit, train, and maintain communication with chemical monitoring volunteers and coordinate monthly sampling in Buncombe County
- Maintain EQI's social media presence and personal communications with volunteers via email, newsletters, and presentations
- Plan volunteer appreciation activities

At-Risk Ecosystem Impacts: 20%

- Lead community members in water quality monitoring efforts, particularly benthic macroinvertebrate sampling
- Report volunteer chemical and biological monitoring results to partner organizations

PLEASE NOTE: In addition to fulfilling host site service responsibilities, all Project Conserve members are required to fully participate in team trainings, service projects and statewide AmeriCorps events. Project Conserve team events will occur approximately twice per month in locations throughout the service area and may require up to three overnight stays.

Essential Functions

Equipment/Software Used: MS Excel, Word, and PowerPoint, ESRI ArcGIS

Physical Demands: Must be able to lift 20 lbs and stand for field work

Transportation Needs: Driver's license required, along with transportation to sampling sites, sample pickup locations, and presentation venues. Carpooling is utilized when possible.

Setting / Location of Service Activities: Office space is provided at EQI's laboratory, with occasional field work or events in Buncombe and surrounding counties.

- Using computer software and online programs for conservation-based education and outreach initiatives, including social networking, written articles and press releases.
- Leading, coordinating, and interacting with diverse individuals in field-based and office settings (ex. landowners, students, low-income residents, partner organizations).
- Developing and implementing educational programs and events for groups (presentations, workshops, educational hikes and outings, etc).
- Training, supporting, coordinating, and recognizing volunteers for conservation-based volunteer opportunities.
- Conducting field-based monitoring, assessment, and management of conservation properties, public lands, and/or water quality monitoring sites.
- Using mapping software and other computer programs to create quality reports, management plans, maps, and/or analysis, based on field data.