AmeriCorps Project Conserve
2021 – 2022 Service Description

AmeriCorps Position Title:	Habitat Restoration Associate (2)
Host Site:	Conserving Carolina
Service Term:	September 1, 2021 – July 31, 2022
Supervisor Name:	David Lee
Supervisor Title:	Natural Resources Manager
Supervisor E-mail:	David@conservingcarolina.org
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Host Site Mission Statement:
Conserving Carolina is dedicated to protecting and stewarding land and water resources vital to our natural heritage and quality of life and to fostering appreciation and understanding of the natural world.

Summary of Position:
The member in this position will work directly with Conserving Carolina's Natural Resources Manager to manage and restore public protected land throughout Conserving Carolinas service region. The member will work with staff and partners on larger projects to restore bog, wetland, floodplain, and forest habitat and function. The member will also work independently and in conjunction with volunteers and community members on projects such as invasive species removal, pollinator meadow plantings, hemlock restoration, and other habitat enhancement projects.

Qualifications – Knowledge, Skills, and Abilities:
- Degree or background in natural resource management, environmental sciences, biology, geography, land conservation or another applicable field.
- Willingness to work long hours in the field sometimes in adverse conditions.
- Knowledge of forestry, natural resource management, and southern Appalachian geology, natural features, and flora preferred.
- Ability/willingness to operate chainsaws, brush cutter, mowers, apply herbicide etc.
- Applicant should be organized, self-motivated with an ability to work independently, see what needs to be done, follow through and complete tasks
- Ability and willingness to work with a wide variety of people with diverse backgrounds and interests
- Ability to develop and implement project plans
- Experience working with groups and volunteers preferred
- Skilled with GPS units and ArcGIS 10+ mapping software preferred
- Experienced with current technology such as computers, tablets and software including Microsoft Office suite
- 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:
40 hours/week typically 9-5 Monday through Friday. Occasional night and weekend events required

Position Responsibilities and Duties:

Conservation Education (10%)

- Conduct educational workshops for landowners, homeowners, students, and community groups providing information on land management, habitat restoration, and climate change adaptation and mitigation.
- Engage citizens in the community regarding the importance of stewardship and restoration.
- Conduct workshops and trainings for work crews and volunteers.
- Accompany Conserving Carolina stewardship staff on site visits to conservation properties to provide landowners with information on land management and good stewardship practices.

At-Risk Ecosystem Impacts and Trails (90%)

- Implement land management and habitat restoration activities on public protected lands throughout Conserving Carolinas service region.
- Develop and work with volunteer and paid habitat restoration and management work crews to implement management objectives.
- Monitor and document the results of restoration and management activities.
- Assist the Natural Resources Manager in collecting a wide variety of data on Conserving Carolina's preserves including species, soils, hydrology, and other conservation values.
- Conduct access and encroachment tasks such as installing gates and posting property boundaries.
- Identify, draft, and help coordinate key grant application opportunities (as allowed by the AmeriCorps program).

***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: Handheld GPS units (Trimble Juno, Nexus Tablet), Microsoft Word, Excel, Publisher, Outlook, ArcGIS10.5, Adobe Acrobat, Conservation Track, hand and power tools such as shovels, rakes, loppers, pruners, backpack sprayers, weed eaters, chainsaws, and ATVs.
Physical Demands: Sitting at a desk, working outdoors (sometimes in adverse conditions), strenuous hiking in rough and steep terrain, working with chemicals to control non-native invasive species, working with hand and power tools
Transportation Needs: Driver's license required. Must have personal vehicle to use for Conserving Carolina-related work
Setting/Location of Service Activities: This position involves approximately 80% field work and 20% office work. Conserving Carolina's office is located in Hendersonville at 847 Case Street. Field work will be on conserved properties throughout Conserving Carolina's service area within approximately 1-hour radius of Hendersonville.

- 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).
- 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