AmeriCorps Project Conserve
2021 – 2022 Service Description

AmeriCorps Position Title: Trails Associate
Host Site: Conserving Carolina

Service Term: September 1, 2021 – July 31, 2022

Supervisor Name: Max Howes
Supervisor Title: Trails and Land Management Coordinator
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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:
Conserving Carolina Trails Associate will assist in the advancement and promotion of public outdoor recreation trails on land conserved and/or managed by CC or its partners. Member will construct and steward publicly-accessible trails in CC's service region in coordination with staff, volunteers, project partners, and landowners. Member will also promote public trails and conserved lands through recreation outreach programs, including leading guided hikes and management of self-guided hiking programs.

Qualifications – Knowledge, Skills, and Abilities:

- Love and passion for western North Carolina's mountains
- Love and passion for promoting outdoor recreation to facilitate appreciation of natural resource protection
- Knowledge of sustainable trail design and layout required
- Knowledge of sustainable trail construction practices required
- Experience leading trail crews and/or volunteers on trail projects required
- Knowledge of Microsoft Office required
- Ability to train and work with trail volunteers of diverse background and knowledge required
- Chainsaw certification preferred
- Technical skills including chainsaw use & maintenance, grip hoist operation, stone/rock stair construction, wood carpentry, and working knowledge of trail building tools preferred
- Excellent writing and communication skills preferred
- Ability to hike long distances off-trail required; comfort working in the outdoors in varying and sometimes tumultuous weather conditions
- Working knowledge of ArcGIS10 & handheld GPS 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:
M-F 9a-5p, some weekends required (~1 per month)

<u>Position Responsibilities and Duties</u>:

Conservation Education (10%)

- Plan, coordinate, and lead group hikes, outings, and/or trails trainings for volunteers, students, partnership organizations, or members of the public on Conserving Carolina-conserved lands. Duties includes development of knowledge of local landscape & hike/outing destinations and routes, logistics planning, risk and safety management of participants, public speaking and presenting, group management, fostering positive participant experience, incorporation of conservation and environmental education components, participant advance and follow-up communication & tracking

At-Risk Ecosystem Impacts and Trails (65%)

- Construct new sustainable outdoor recreation trails on publicly-accessible CC-conserved lands
- Maintain and steward existing outdoor recreation trails on publicly-accessible CC-conserved lands
- Assist staff in planning public hiking and biking trails, including trail design & layout
- Monitor, inventory, assess, and document trail conditions and risks and prioritize maintenance needs and projects
- Promote trail projects and outdoor recreation opportunities on conserved lands through outreach tools including website, social media, print information campaigns, and guided hikes/programming
- Facilitate partnerships with project partners for trail projects
- Assist staff in the planning and acquisition of conservation projects that create or improve public access or trails

Volunteer Infrastructure Program (25%)

- Recruit, train, lead, and coordinate volunteer crew for trail construction projects and ongoing trail maintenance
- Oversee, facilitate, and increase capacity for Conserving Carolina weekly volunteers Trails Crew and volunteer Adopt-A-Trail programs to support public trail projects
- Implement new effective volunteer management practices including volunteer tracking specific to trails work, Adopt-A-Trails training workshops, and volunteer trail workdays

***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: Trail/Stewardship Tools, Garmin GPS, Safety Equipment, ArcGIS, Microsoft Office (Word, Excel, PowerPoint experience needed); Cell Phone w/ text message ability to be able to effectively communicate in field situations and between remote projects
Physical Demands: Ability to hike long distances off-trail required; comfort working in the outdoors, use of hand and power tools
Transportation Needs: Must Possess Own Vehicle That is Reliable
Setting/Location of Service Activities: 50% Office (Indoors), 50% Field (Outdoors)
Other Considerations: Cell phone w/ texting capabilities for communicating remotely and effectively in the field/projects sites in locations with limited cellular coverage

- Using computer software and online programs for conservation-based education and outreach initiatives, including social networking, written articles and press releases
- 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
- Other Essential Functions: Preferred Additional Skills:
    - Sustainable Trails Design, Construction, and Maintenance Background
    - Public speaking and presenting to groups
    - Working knowledge of GPS and ability to collect GPX track data & waypoints