



AmeriCorps Project Conserve 2024 – 2025 Service Description



AmeriCorps Position Title: Environmental Education Outreach Agent
Host Site: Buncombe County Soil and Water Conservation District

Supervisor Name: Rose Wall and Jen Knight
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Host Site Mission Statement:

- We promote a healthy, safe, well-educated, and thriving community with a sustainable quality of life.
- We provide effective and efficient government our residents can trust.
- We deliver needed service through a responsive work force committed to excellence, integrity, and teamwork.

Summary of Position:

The Environmental Education Outreach Agent is responsible for increasing environmental education capacity at Buncombe County Soil and Water and working in collaboration with WNC Recreational Water Quality Monitoring Program to conduct water quality testing in the French Broad watershed. This position offers a unique opportunity to work at an intersection of State and County governments and experience a wide variety of environmental education programs, audiences, and stakeholders. We value equity, diversity and inclusion and aim to use that lens in all aspects of our programming.

Besides educational programming, partner engagement, and program development and organization, the member will have the opportunity to attend and present at Conservation District board meetings, attend County leadership and skill trainings, and shadow other conservation professionals in the agency.

Qualifications – Knowledge, Skills, and Abilities:

- Background in Environmental Science, Conservation, Natural Resource Management or similar.
- Strong interpersonal skills and the ability to effectively lead, coordinate, and interact with diverse individuals in both field-based and office settings.
- Experience in developing and implementing educational programs and events for groups, such as presentations and outings, with a focus on conservation topics.
- Demonstrated ability to train, support, coordinate, and recognize volunteers including recruitment, task assignment, and appreciation initiatives.
- Proficient organizational skills, including the ability to manage multiple tasks, prioritize responsibilities, and maintain detailed records essential for successful program implementation.
- Comfort working independently, in remote outdoor locations, and on a team.
- Practical experience in conducting field-based monitoring, assessment, and management activities

related to water quality monitoring, including data collection, analysis, and reporting.

- 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:

Most service will occur Monday – Friday between the hours of 8:00 and 5:00 pm, however there will be occasional evening, weekend, and early-morning events. The member has the flexibility to set a schedule that allows them to meet their essential functions.

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 one or two overnight stays.

Position Responsibilities and Duties:

CONSERVATION EDUCATION (70%)

- Conduct school-based environmental education outreach programming for 1st and 3rd grades
- Assist with school-based events like the 8th grade Conservation Field Days
- Conduct public environmental outreach programming for children, adults, and families at libraries and community events
- Assist with meadow-building and other workshops
- Assist with youth summer programming like WILD Excursions and Camp RIO day camps in partnership with the Migrant Education Program and County Kinship foster system
- Assist with animal ambassador care and handling.
- Support assessment of outreach programming coordination for sustainability at increased scale, especially the new curriculum bin checkout system (CB);
- Review community needs assessment for opportunities to grow community programming, e.g. nature programs at community engagement markets (CB);
- Add educational engagement opportunities to Farm Heritage Trail and explore opportunities for education about urban ag (CB);
- Support efforts to review and improve lesson plans especially regarding new science standards and climate change messaging (CB);
- Expand programming to new Buncombe County Schools (BCS), e.g. expanding 1st and 3rd grade program (CB);
- In partnership with BCS and Fish and Wildlife, develop EE for BCS with pollinator gardens with native plant and climate resiliency focus (CB);
- Develop and implement organizational schemes for educational supplies (CB)

AT-RISK ECOSYSTEM IMPACTS & TRAILS (10%)

- Conduct water monitoring at sites throughout Buncombe County to support the WNC Recreational Water Quality Monitoring Program; Report data to the Asheville Swim Guide
- Formalizing water monitoring processes to help the next AmeriCorps member in the position (CB);
- Strengthen new partnership with DEQ, the WNC Recreational Water Quality Monitoring Program, and Asheville Swim Guide (CB);
- There will be opportunities to help install native plant gardens in partnership with BCS, Parks and Recreation and Asheville Greenworks. These gardens will aim improve our climate resilience and provide important for year round residents and stop-overs for migrating species. (CB)

VOLUNTEER ENGAGEMENT (10%)

- Recruit and coordinate with volunteers for events like the Conservation Field Day and Annual Bare Root Seedling Sale
- Seek out new partnerships/volunteers for Conservation Field Days (CB)

CLIMATE RESILIENCE (10%)

- Opportunity to develop new outreach programming connecting households to resources to reduce environmental impact (CB);
- Support new efforts to review all educational programming and materials with climate lens and implement improved communication strategies and messaging (CB);
- Create outreach and other materials for the Farm Heritage Trail highlighting the impact of agricultural communities and practices on climate resilience (CB)

Essential Functions:

Essential functions are the fundamental job duties:

- *Meaning the position exists to perform the function;*
- *There is a limited number of employees among whom the performance of the function can be distributed;*
- *And/or the incumbent is hired for expertise or ability to perform the function due to its high specialization.*

Equipment / Software Used: Microsoft Office; Canva

Physical Demands: Ability to lift 35 lbs and hike at a moderate pace for 2 miles

Transportation Needs: Member will have access to a truck shared by Soil and Water staff. When the truck is not available, they will be expected to drive their own car and be reimbursed for mileage at the IRS mileage reimbursement rate. If this is a hardship, there is a Buncombe County vehicle fleet that we can work to check out cars for the member to use for service activities.

Setting/Location of Service Activities: Buncombe County Agriculture and Land Resources Office, remote water quality testing sites, schools, libraries, community venues

Other Considerations: [Click here to enter text.](#)

Choose the essential functions of this position:

- 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
- Other Essential Functions: [Click here to enter text.](#)