



AmeriCorps Project Conserve 2024 – 2025 Service Description



AmeriCorps Position Title: Watershed Coordinator
Host Site: RiverLink

Supervisor Name: Renee Fortner
Supervisor Title: Watershed Resources Manager
Supervisor E-mail: renee@riverlink.org

Physical Address: 170 Lyman St. Asheville, NC 28806
Mailing Address (if different):

Phone: 828-252-8474-114
Fax:
Website: www.riverlink.org

Host Site Mission Statement:

RiverLink promotes the environmental and economic vitality of the French Broad River and its watershed for all.

Summary of Position:

The Watershed Coordinator works to improve water quality in the French Broad River Watershed through on-the-ground projects and community engagement. This is accomplished through watershed restoration projects (e.g., stream & habitat restoration, watershed planning studies, and green stormwater infrastructure); educating others about watershed health; and collaboratively addressing community concerns about water quality and quantity issues to ensure equitable outcomes. In this position you will have opportunities to assist with outreach and volunteer engagement, project management, and grant writing.

Qualifications – Knowledge, Skills, and Abilities:

- Basic knowledge of watersheds, water quality and quantity issues, and stormwater best management practices.
- Demonstrated commitment to diversity, equity, inclusion and justice.
- Solid written and verbal communication skills.
- Social media skills are required (Instagram and Facebook).
- Ability to work on a team and receive constructive feedback.
- Comfortable speaking in front of small and large groups or motivated to develop this skill.
- The ability to walk over uneven terrain, work outside in a variety of weather conditions, and use standard landscaping and hand tools.
- Valid driver's license
- 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:

Monday - Friday 9am to 5pm, with occasional evening and weekend events. Typically, there will be one Saturday event per month during the busy season (Sep-Nov and Mar-Jul). Some teleservice is allowed.

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 (40%)**

- Conduct workshops associated with our WaterRICH program, which teaches individuals how to design and construct stormwater control features, such as rain gardens and rain barrels;
- Assist with the Name that Creek Program by maintaining an online StoryMap, organizing naming campaigns, and submitting all supporting documentation to the USGS;
- Member will collaborate with RiverLink's AmeriCorps Education Coordinator, when needed, to conduct youth environmental education programs.
- Create outreach materials and social media content related to water conservation topics (CB),
- Develop public service-learning opportunities on topics such as water quality, stream restoration, and riparian habitat restoration; (CB)

AT-RISK ECOSYSTEM IMPACTS & TRAILS (40%)

- Work with volunteers to develop and maintain stormwater control measures;
- Assist with riparian habitat and stream restorations on public and conserved lands;
- Conduct water quality monitoring, often utilizing citizen scientists to help collect data.

VOLUNTEER ENGAGEMENT (20%)

- Work with volunteers on grant funded conservation projects, such as stream restorations, stormwater control measures, and watershed planning studies;
- Member will collaborate with RiverLink's AmeriCorps Stewardship Coordinator, when needed, to organize volunteer events.
- Recruit and train volunteers for the Adopt-A-Storm Drain program. (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 Suite, Adobe Acrobat, Canva, ArcGIS is available for use.

Physical Demands: Must be able to work outdoors in variable weather, doing strenuous activity and walking over uneven terrain. Will need to sit for extended periods of time at a computer.

Transportation Needs: Must have a reliable personal vehicle.

Setting/Location of Service Activities: 170 Lyman Street Asheville NC 28801

Other Considerations:

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: