



## AmeriCorps Project Conserve 2026 – 2027 Service Description



**AmeriCorps Position Title:** Trails Associate and Outreach Liaison  
**Host Site:** Saluda Community Land Trust

**Supervisor Name:** Josh Huffstetler  
**Supervisor Title:** Office Administrator  
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### **Host Site Mission Statement:**

Is to preserve Saluda's rural character by preserving farm and forest land in and around Saluda by

- 1) preserving undeveloped land in commercial and residential areas for agricultural or public use
- 2) Establish greenways connecting people, land, and community
- 3) Empowering Saluda community members to take ownership of their land and use it for the best practices.

### **Summary of Position:**

The Trails Associate and Outreach Liaison will play a pivotal role in promoting land conservation through trail construction and maintenance, conducting and reporting land monitoring visits, and leading volunteer workdays. Member will be involved in creating and implementing educational programs for students K-8<sup>th</sup> grade across Henderson and Polk Counties. Member will engage community members through social media outreach and leading guided hikes.

### **Qualifications – Knowledge, Skills, and Abilities:**

- Love and the enjoyment of nature and the desire to leave it a better place than how you found it.
- Teaching: Experience in providing engaging educational programs.
- Ability to recruit, train and manage volunteers effectively.
- Strong communication skills. Excellent verbal and written communication abilities to effectively engage diverse audiences, convey information, and inspire enthusiasm for wildlife conservation. Strong interpersonal skills necessary for building relationships, resolving conflicts, and fostering collaboration within the community and volunteer team.
- Organization and time management. Juggling multiple responsibilities, prioritizing tasks, and meeting deadlines.
- Flexibility and Adaptability. Being able to adapt to changing circumstances.
- Cultural sensitivity and inclusivity: understanding and respecting diverse cultural backgrounds and perspectives, ensuring that programs are inclusive and accessible to all members of the community.
- Ability to hike long distances.
- Working knowledge of Microsoft Office.

- 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 9-5 some weekends required (1 per month)

*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 (25%)**

- Create and implement educational programs tailored for K-8<sup>th</sup> grade students.
- Work with the local school, outdoor groups, and government organizations to utilize Henry's Nature Center as a space for outdoor education.
- Provide support in the planning and execution of community events to broaden outreach and engage diverse audiences.
- Contribute by writing articles, blogs, and social media content to promote the organization's mission and activities.
- Lead educational hikes for members of the community
- The initial educational outreach program created would be the foundation for a long-term sustainable youth program that would allow for further growth. The program and procedures would be implemented and followed by others. (CB)

**AT-RISK ECOSYSTEM IMPACTS & TRAILS (45%)**

- Construct new recreational trails and maintain existing trails using sustainable trail design principles.
- Lead volunteer workdays involving trail work, invasive species removal, and other land management practices.
- Monitor conservation easements using GIS software and writing annual monitoring reports.
- Collect field data for baseline documentation reports and land management reports
- Assist in GIS mapping and management plans that will be used going forward to better assess, monitor, and manage properties (CB)

**VOLUNTEER ENGAGEMENT (30%)**

- Recruit, organize, train, and lead volunteers, ensuring their integration into the culture of conservation.
- Maintain volunteer spreadsheet, workday calendar, and track volunteer hours. Lead a weekly volunteer workday that focuses on trail maintenance and invasive species removal
- Create a sustainable volunteer program that operates with consistency to encourage regular participation from the community (CB)

## **Essential Functions:**

**Equipment / Software Used:** Landscape, Microsoft Office, safety equipment, GPS, cell phone with text messaging. Google Products.

**Physical Demands:** Ability to hike long distances.

**Transportation Needs:** Must possess own automobile that is reliable and have auto insurance.

**Setting/Location of Service Activities:** There will be some required travel with miles allowance.

- 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