

## **AmeriCorps Member Description For the Huff Run Watershed Restoration Partnership**

**Qualifications:** This position requires excellent organizational/communication skills. The ability to work in a team and individually is required. Knowledge of MS Office software package and general computer skills required. Experience in database management preferred. The ability to recruit and work with volunteers is essential. Understanding of watershed issues and a concern for improving the environment is necessary. Some knowledge of local issues and water quality problems is preferred. Environmental science background is desirable.

Bachelor's degree, working toward degree or equivalent experience required. Tasks require ability to carry 40 pounds and to walk extended distances over rough terrain. Ability to speak in public settings required. Must have own transportation and valid drivers' license. Ability to serve flexible hours including some evenings and weekends is needed.

This is an AmeriCorps position, similar to a domestic Peace Corps. The member will serve 1,700 hours over 12 months. Work time is flexible so no sick or vacation time is needed. The member has the option to renew their service for a second 12 month term. At the end of each term (up to two), the member will receive a \$5,350 award to be used toward past or future education.

The position will start August 10, 2010.

**Supervision:** Huff Run Watershed Coordinator

### **Duties and Responsibilities:**

1. Organize and implement Awareness Day field trips.
2. Create and implement presentations on Huff Run, acid mine drainage, the Huff Run Watershed Restoration Partnership and natural resource conservation for local schools, youth organizations and other public events.
3. Further establish, organize and implement Environmental Explorers Club meetings, a children's nature club involved with the Huff Run Watershed Restoration Partnership. Meetings for this club are once a month on Saturdays.
4. Aide Watershed Coordinator with monthly water chemistry sampling, organize and compile sampling results.
5. Work with Watershed Coordinator to organize and plan the Huff Run 5K & Fun Mile as well as Huff Run's tent for the Mineral City Party in the Park.
6. Work with Watershed Coordinator to organize the Huff Run Fall Tour.
7. Maintain agricultural newsletter to educate landowners about agricultural best management practices.
8. Attend monthly evening meetings of the HRWRP.
9. Conduct MAIS sampling to collect macroinvertebrates in the stream and possible other stream assessments.
10. Must attend quarterly Rural Action Staff meetings.

11. Attend Huff Run Technical Advisory Committee meetings, Library Program Committee Meetings or other pertinent meetings as needed.
12. Create window displays for the office.
13. Plan/ facilitate additional community events as needed.
14. Organize Huff Run volunteers through Rural Action's Volunteer Management Program
15. Update Huff Run Community Boards monthly.
16. Assist with project fundraising and membership activities as needed
17. Enhance skills and knowledge applicable to position through participation in watershed related workshops, conferences and training.
18. All other duties assigned.