



## **AmeriCorps Position Description**

**Position Title:** Habitat Restoration Intern (1 Position)

**Project Sponsor:** Snohomish Conservation District <http://snohomishcd.org>

**NWSA Mission:** This position is in partnership with the Northwest Service Academy (NWSA), an AmeriCorps program of ESD112. NWSA's mission is to preserve and restore the natural environment, and to develop community leaders through service and community partnerships. [www.nwserviceacademy.org](http://www.nwserviceacademy.org)

**Project Location:** 528 91st Ave NE Suite A, Lake Stevens, WA 98258

**Position Summary:** The Habitat Restoration Intern is a key position for coordinating the District's outreach to teachers and students in the school system. Working with the Outreach Coordinator, the intern will contact schools and offer fun, creative presentations that will increase the student's knowledge of natural resources and encourage their participation in habitat enrichment and water quality projects. The intern will work with teachers to increase the learning capacity of students, participation of adult volunteers, and continuity of the environmental education program.

Working with the SCD Habitat Specialist, the intern will assist with on-the-ground implementation of restoration projects such as riparian plantings, in-stream work, control of invasive weeds, and volunteer coordination. The intern will assist the Water Quality Coordinator with setting up monitoring sites, collection of data, identification of insects, and recording of data. The intern may also participate in community outreach and education events such as Earth Day and local festivals.

### **General Responsibilities (to include, but not limited to):**

1. The intern will contact schools and schedule classroom presentations and possible field activities. Educational materials are already available in the District library such as Enviroscape and groundwater models, Project Wet/Wild games and activities, videos, etc.
2. The intern will assist the SCD restoration project manager with activities related to habitat restoration such as planning, site visits, coordination of plant materials, project maintenance and volunteer coordination.
3. The intern will be trained on water quality monitoring equipment using established protocol and will assist the Lead Water Quality Specialist with monitoring, data collection and reporting.
4. The intern will be involved in the Districts' annual Spring Native Plant Sale and community outreach events such as Earth Day, fairs and festivals.
5. Attend and complete all NWSA/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
6. Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
7. Wear an NWSA uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

### **Position Requirements:**

1. Must have a valid driver's license, clean driving record and ability to provide documentation.
2. Must be able to pass Washington State Patrol background check for work in schools.
3. Computer Proficiency
4. Washington State Drivers License
5. Ability to lift 50 lbs
6. Ability to work outside, in various weather conditions, on possibly uneven terrain.
7. Ability to follow-through with appointments and commitments
8. Skilled at coordinating multiple tasks and projects.
9. 21 years of age or older, at beginning of service term.
10. U.S. citizen, national or lawful permanent resident.

**AN EQUAL OPPORTUNITY EMPLOYER**

11. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
12. Ability to commit to the full term of service for which they are applying.
13. Must successfully pass a fingerprint criminal history background check provided through NWSA and/or Project Sponsor Agency.
14. Regular and reliable attendance.
15. Have not previously served two terms in an AmeriCorps\*State or National program. Members may serve up to three terms in a National Service Program, but only two terms may be within an AmeriCorps\*State or National program. Members are only eligible for an education award for their first two terms of service, regardless of the type of term (full or part-time) and regardless of the successful completion of that term.

### **Preferred Qualifications:**

1. Available on a limited number of weekends (typically 3 - 5)
2. Ability to teach youth of various age and skill levels.
3. Ability to attend 1 - 3 out-of-area trainings

### **Member Benefits Include:**

1. A total taxable living allowance (before taxes) of \$1,140 per month (\$11,400 for the 10-month term).
2. Upon successful completion of a term of service, eligible members/leaders receive an education award of \$4,725. The education award can be used to repay qualified student loans, for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
3. Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
4. Basic medical insurance (covers members only, not dependents; vision and dental not included).
5. Child care allowance for those who qualify.
6. We can assist the member in finding low cost housing.
7. Shared use of a District vehicle and cell phone for work assignments.
8. Participation in two day WADE training in Leavenworth.
9. Great networking opportunities for future employment.
10. Free parking.

### **Transportation Information:**

1. While personal vehicle is not required for this position, Intern is responsible for transportation to and from 3-4 mandatory trainings in Trout Lake, WA, including an initial eight-day orientation (lodging included in trainings).
2. Organizational vehicle is available for service activities.
3. Project site is accessible by public transportation.

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**Application Deadline:** On-going until filled.

**Interviews:** Will interview as qualified applications are received.

**Service Dates:** January 11, 2010 - November 19, 2010

**NWSA Center:** Mt. Adams Center

**Type of position:** Individual Placement

**Length of Term:** 1700 hours

### **How to apply:**

**Step 1** - Complete your application in one of the following two ways:

Online at the AmeriCorps website **AmeriCorps Application** [www.americorps.gov/Default.asp](http://www.americorps.gov/Default.asp)

If you do not already have a username and password, you must **Create A Profile**

<https://my.americorps.gov/mp/login.do>

-Once you have logged in, create an application by clicking "Applications" under the "My AmeriCorps" menu.

-To apply to this specific position, click "Search Listings" under the "My AmeriCorps" menu and search for program name **Northwest Service Academy-MAC**.

-Select the position listing and click "Apply Now" at the bottom of the page.

### **OR**

Download application materials from the **How to Apply** <http://nwserviceacademy.org/apply.cfm> page of our website and submit them to Amanda Green:

- **Application** - Complete the NWSA AmeriCorps Application and submit it via email (preferable), mail, or fax.

- **Two Written References** - Have your recommenders fill out the NWSA Reference Form and send it directly to NWSA. References may be submitted by email (preferable), mail, or fax.

- **Certification Form** - Print out, sign and date the Certification Form. This document must be mailed to our office.

**Step 2** - Send resume and cover letter to Amanda Green at [mac@esd112.org](mailto:mac@esd112.org).

**Questions?** Contact Amanda Green at 509-395-3465.