



AmeriCorps Position Description

Position Title: EnviroCorps Team Member (6 Positions)

Project Sponsor: Northwest Service Academy - Lower Columbia Center (LCC)

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

Project Location: 55 SE Main Street, Portland, OR (Team will meet at this location and use NWSA vehicles to access service sites that are located throughout the greater Portland-Vancouver metro area. The team may also serve on projects that require camping on-site for the duration of the project).

Team Summary: The team is made up of one leader and 6 members who will serve together in the field on a regular basis. The team will serve on a variety of environmental projects with many different sponsoring agencies. Projects will include but are not limited to: a large amount of non-native invasive plant removal (utilizing both physical and chemical controls), many phases of restoring native habitat including assessing and/or monitoring sites, planting and maintaining trees, and installing or removing plant protection. Teams may also perform environmental education, community outreach, and trail building and maintenance. Specific projects could last up to two months in duration. The team's service week will typically consist of eight hour days (Monday through Friday), but will include several week-long projects requiring on-site camping as well as frequent weekend projects. Times and days of service may vary depending on the project, drive time and needs of the sponsor, so flexibility is absolutely vital to our field team program.

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

- Actively participate in all aspects of team projects, meetings, retreats, activities, etc.
- Serve on various resource conservation projects.
- Proper and safe use of hand and power tools, including maintenance (we will train).
- Upkeep of tool storage, work space, gear and NWSA team vehicles and facilities.
- Learn and implement trail maintenance and construction methods.
- Learn and implement physical and /or chemical methods of invasive plant control and associated plant identification.
- Learn and implement proper planting, restoration, and monitoring techniques.
- Serve with and mentor youth and adult volunteers on service learning projects.
- Assist in completion of legacy document in order to monitor success of EnviroCorps projects
- Complete and submit all necessary NWSA/AmeriCorps paperwork and reports in a timely manner.
- Attend and complete all NWSA/AmeriCorps training and service requirements including orientation, training's, team meetings and national service days.
- Wear an NWSA uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

Position Requirements:

- Ability and willingness to perform week-long projects requiring on-site camping as well as frequent weekend projects.
- Self-motivated, flexible and a desire to serve with people to promote environmental stewardship, education and an ethic of service.
- Ability to serve occasional weekends and on week-long overnight projects.

- Ability to get along with others, respecting diverse opinions and viewpoints.
- Physical ability to travel up to five miles per day on uneven terrain and lift up to 40 lbs.
- Willingness to apply herbicide, operate small engine tools (chainsaw, brush cutter, etc.) and harvest native materials for construction or planting projects.
- Communicate and interact in a positive, professional manner with various populations such as: project partner(s), colleagues, community volunteers, students, the general public, team leader and NWSA staff.
- Serve effectively within a team and commitment to conservation and the environment.
- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
- Ability to commit to the full term of service for which you are applying.
- Successfully pass a fingerprint criminal history background check provided through NWSA.
- Regular and reliable attendance.
- 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:

- Previous experience as a member of a team in an AmeriCorps or similar program.
- Knowledge of Pacific Northwest ecology, plants and animals.
- Experience with invasive species removal.
- Experience with volunteer leadership.
- Background in Environmental Education.
- Interest in either the scientific or human aspects of natural resources management.
- Valid driver's license, clean driving record and ability to provide documentation, a plus but not a requirement.

Member Benefits Include:

- A taxable, monthly living allowance (before taxes, approximately \$1,036).
- 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 or 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.
- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Basic medical insurance (covers members only, not dependents; vision and dental not included).
- Child care allowance for those who qualify.
- Professional development, trainings and networking opportunities

Transportation Information:

- Organizational vehicle is available for service activities.

Application Deadline: On-going until filled.
Interviews: No set schedule. Open until filled.
Service Dates: January 21, 2010– December 10, 2010

NWSA Center: Lower Columbia Center
Type of position: Field Team
Length of Term: 1700 hours

How to apply:

Step 1 - Email the following items to **Sherrie Jackson** at sherrie.jackson@esd112.org:

- **Résumé**
- **Cover Letter**
- **Contact information for three references**

Step 2 - Complete your application:

Application materials can either be completed online at the [AmeriCorps website](#) and submitted to an NWSA position or downloaded from the NWSA website "[How to Apply](#)" page and submitted to **Sherrie Jackson** via email (preferable), mail or fax. A complete Member application includes the following:

- **AmeriCorps Application**
- **Two Written References** – These are included in the AmeriCorps online application or a form is available on our website.
- **Certification Form** - This document must be mailed or faxed to our office with an original signature.

Questions about the position & general questions about AmeriCorps, NWSA or our recruitment process? Contact:

Sherrie Jackson
Recruitment Coordinator
NWSA Lower Columbia Center
55 SE Main Street
Portland, OR 97214
(503) 234-2383 ext 108
(503) 232-0166 (fax)
sherrie.jackson@esd112.org

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