

HURON PINES AMERICORPS POSITION DESCRIPTION: **River Restoration Specialist**

Huron Pines is a not-for-profit organization that works to conserve the forests lakes and streams of Northeast Michigan. We fulfill this mission by building partnerships between the public and private sector, coordinating hands-on natural resource restoration projects, and helping to enhance the efforts of our grassroots conservation partners.

In partnership with the AmeriCorps Program, we are able to offer an exciting 6 month opportunity which will help our organization to better fulfill its mission through the hands-on involvement of volunteers. We are seeking someone to develop and promote a river restoration program working with volunteer groups and habitat issues on the Upper Black River. This is a tremendous opportunity and to fill this position we will be looking for someone who is able to manage multiple tasks and work well with diverse partners.

SCOPE AND PURPOSE OF SERVICE: The River Restoration Specialist position will work with Montmorency Conservation District and Black River Restoration Committee members and partner groups to develop and implement river restoration and habitat projects on the Upper Black River and tributaries. This position will also be responsible for assisting with the development of a large woody debris DEQ permit on the Black River as well as performing on-site inventory work and compiling pictorial and GPS data provided by the on site work crews. Another major component will be the organization and development of volunteer work days for local trout unlimited and sportsman's groups.

This position requires a six-month commitment of 900 hours and is part of the Huron Pines AmeriCorps Program. The program offers opportunities developing creative approaches involving volunteers, to learn more about resource management and will offer the AmeriCorps Member an opportunity to develop a large scale program.

DUTY LOCATION: Atlanta, MI **RESPONSIBLE TO:** Montmorency Conservation District Administrator and Upper Black River Watershed Restoration Committee (UBRWRC)

POSITION DUTIES AND RESPONSIBILITIES:

River Restoration Specialist

- Assist with the Large Woody Debris-DEQ permit application for the Black River
- Perform on-site inventory of stretches on the Black River as designated by the restoration committee or DNR staff
- GPS potential work locations needing habitat improvements
- Preparation of permit application including materials such as site plans and maps
- Contact landowners to explain the habitat work and for on-site permission releases
- Photo, GPS and inventory work completed by river crews.
- Assist with weekly and end of season reports-preparation of before and after photos per site and a year-end power point report for all participating agencies

- Assist with the creation of a Google Earth interactive display documenting work accomplishments-link photos to waypoints providing information about each site.
- Provide information and support for the development of a UBRWRC web site
- Assist with documenting and tabulating previous inventory work (photos, GPS site, inventory conditions)

Volunteer Coordination

- Meet with staff and project partners to develop volunteer opportunities on the Black River System
- Train volunteers to conduct water temperature monitoring program (assistance provided by DNR Fisheries staff)
- Coordinate at least two volunteer restoration or habitat improvement projects throughout the summer, engaging 25 people
- Document volunteer efforts via Huron Pines' database
- Recognize volunteer accomplishments

Huron Pines AmeriCorps Requirements

- Prepare and submit bi-weekly work plans
- Maintain and submit accurate timesheet and mileage reimbursement form
- Conduct at least two presentations to community groups about Huron Pines AmeriCorps
- Engage at least 20 volunteers in resource stewardship activities
- Submit 3 "Great Stories"
- Provide regular project updates and photos for Huron Pines AmeriCorps website
- Participate in two resource management/professional development trainings
- Participate in Huron Pines AmeriCorps Spring Service Project and at least two state-wide AmeriCorps trainings/service projects
- Represent yourself as a Huron Pines AmeriCorps Members at all times

QUALIFICATIONS:

- ✓ Bachelor's Degree required in natural resource management or related field.
- ✓ Excellent verbal and written communication skills
- ✓ Computer efficiency (GPS-mapping skills, database, spreadsheet, word processor, web design and power point)
- ✓ Ability to motivate people and to work with a diverse group of audiences
- ✓ Highly organized
- ✓ Commitment to conserving the forests, lakes and streams of Northeast Michigan

On occasion, work may be required at an off-site location. Use of a personal vehicle may be required to perform duties (mileage will be reimbursed). This is a 38 hour per week position. A stipend, health insurance, and school loan payment are provided as compensation for service by AmeriCorps Members.

Huron Pines is a non-profit, non-governmental, 501(c) (3) organization and an equal opportunity provider.