



AmeriCorps Position Description

Position Title: Biodiversity Conservation Coordinator

Project Sponsor: City of Gresham – Natural Resources Program
<http://www.ci.gresham.or.us/departments/des/stormwater/>

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: 1333 NW Eastman Parkway, Gresham, OR 97030

Position Summary: The Biodiversity Conservation Coordinator (BCC) will spend 50% of their time organizing volunteer riparian and wetland restoration projects at 5 sites throughout Gresham. Volunteer event organizing will include volunteer recruitment, development of restoration plans, monitoring and tracking plant survival on active and past volunteer sites, acquisition of plant stock, public involvement and education, site preparation, and related tasks. Efforts will focus on invasive removal and native plant installation. They will also be building, installing, and maintaining habitat features (such as bird and bat houses, raptor perches, flying squirrel nest boxes, and native pollinator tubes) at these restoration sites. About 20% of the BCC's time will be devoted to working with private landowners and agencies to implement our Backyard Wildlife Habitat Certification program, encouraging them to incorporate wildlife friendly naturoscaping techniques in their own backyards. Another 20% of their time will be spent recruiting and organizing community volunteers to help with wildlife surveys (primarily birds, amphibians, and reptiles) in and around their backyards and in our natural areas. The remainder of the placement will focus on related natural area education, improvement, and research activities.

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

- The BCC will serve on a variety of initiatives related to the implementation of riparian restoration and habitat improvements for birds, amphibians, reptiles, and small mammals within a highly urbanized environment.
- Using their knowledge of Pacific Northwest native plant communities, they will assess progress and success of existing active restoration work and recommend changes in management, frequency, or species used in restoration.
- Use organizational skills and eye for detail to develop community restoration events, habitat certification outreach efforts, and implementation of volunteer-based restoration, habitat improvement projects, and wildlife surveys.
- Engage community members in education, restoration, and surveying activities that increase community awareness of and appreciation for Gresham's natural resources.
- Educate volunteers and residents on plant and wildlife diversity issues, restoration and survey techniques and the importance of backyard habitat in an urban system.
- Respond to community requests for implementing neighborhood habitat improvements.
- Conduct and incorporate into city restoration efforts new research in the area of planting techniques and chemical-free (where possible) invasive weed control methods.
- 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, trainings, 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:

- The ability to work proactively, somewhat independently, and in an organized manner.
- Ability to communicate and interact in a positive, professional manner with various populations such as: project partner (s), colleagues, community volunteers, students, and the general public.
- A minimum of basic Pacific Northwest native plant ID skills necessary, though training is available to further refine plant ID skills
- Knowledge of Pacific Northwest ecosystems and species typically found in Pacific Northwest urban environments, particularly our native amphibian, reptile, and bird species.
- Careful attention to detail is necessary for collecting accurate and useful field data.
- The BCC will be conducting a significant amount of restoration and habitat analysis/improvement on public and private properties. Tolerance for extended field work on uneven terrain and in inclement weather conditions.
- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Ability to successfully pass a drug test (random or otherwise) conducted by project sponsor.
- 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 they are applying.
- Must successfully pass a fingerprint criminal history background check provided through NWSA and/or Project Sponsor Agency.
- 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:

- Degree in natural resources, biology, or related area.
- Education and experience in riparian restoration issues and Pacific NW native plant identification.
- Skills in identifying Pacific NW wildlife, especially native amphibian, reptile, and bird species.
- The person in this position should have an aptitude for, or strong interest in developing GPS and/or GIS mapping skills.

Member Benefits Include:

- A taxable, monthly living allowance (before taxes, approximately \$1036).
- 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.
- Project site is accessible by public transportation.
- Monthly/annual transit passes are available for service activities and will be provided by the project sponsor.

Application Deadline: On-going until filled.
Interviews: No set schedule. Open until filled.
Service Dates: September 14, 2009 - August 17, 2010

NWSA Center: Lower Columbia Center
Type of Position: Individual Placement
Length of Term: 1700 hours (11-months)

How to apply:

Step 1 - Email résumé, cover letter and contact information for three references to the Project Sponsor for this position – **Laura Guderyahn** at laura.guderyahn@ci.gresham.or.us. The Project Sponsor will conduct all initial interviews and recommend a candidate for this position. All recommended candidates will also interview with Northwest Service Academy.

Step 2 - Complete your application and submit materials to Sherrie Jackson at sherrie.jackson@esd112.org.

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

- **AmeriCorps Application**
- **Two Written References**
- **Certification Form** - This document must be mailed or faxed to our office with an original signature.

Questions about the position? - Contact: Laura Guderyahn at laura.guderyahn@ci.gresham.or.us or 503-618-2246

Sherrie Jackson
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