



## **AmeriCorps Position Description**

**Position Title:** Education Specialist

**Project Sponsor:** Klamath Bird Observatory [www.klamathbird.org](http://www.klamathbird.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:** Southern Oregon—Ashland, Medford, Klamath Falls, Grants Pass, Cave Junction

**Position Summary:** The Education Specialist will advance Klamath Bird Observatory's education and outreach efforts to advance bird and habitat conservation by 1) sustaining high quality education and outreach programming and partnerships in southern Oregon (65%), 2) ensuring conservation outcomes from education and outreach efforts (20%), and 3) supporting leadership in enhancing collaboration and partnerships in southern Oregon and throughout the state for conservation and environmental education (15%).

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

- Conduct schools programs and camps in the classroom and field, teaching about birds, habitat, science, and conservation.
- Conduct bird banding station interpretation.
- Plan conservation and education events and programs with partner organizations.
- Incorporate conservation messages into outreach materials for all ages.
- Develop and maintain conservation and education content for the website.
- Represent KBO at birding and environmental festivals throughout southern Oregon.
- Manage and conduct outreach for Klamath-Siskiyou eBird.
- Support leadership activities with regional, state and national environmental education networks.
- Write conservation and education articles for KBO Newsletter and partner newsletters.
- Further partnerships with schools, volunteers and environmental education organizations.
- 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:**

- Ability to communicate and interact in a positive, professional manner with various groups such as: project partner(s), colleagues, teachers, students and the general public.
- Willingness to serve occasional weekends.
- Desire to promote bird and habitat conservation through science and education.
- Independence, motivation and resourcefulness.
- A cooperative manner and ability to serve as part of a team.
- Willingness to travel throughout southern Oregon.
- Enjoy working with children and adults.
- 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:**

- Experience teaching environmental and science education.
- Background in ornithology, natural resources, environmental studies, conservation biology, or a related field.
- Public speaking experience.
- Experience in outreach material development.
- Ability to identify western birds.

**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:**

Members must have access to their own vehicle. Mileage reimbursements for service-related travel will be provided.

---

**Application Deadline:** June 10, 2009

**Interviews:** Present - June 24, 2009

**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 – Annie Kilby at [atk@KlamathBird.org](mailto:atk@KlamathBird.org). 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 Susan Navrotsky at [susan.navrotsky@esd112.org](mailto:susan.navrotsky@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: Annie Kilby at [atk@KlamathBird.org](mailto:atk@KlamathBird.org) or 541-282-0866

**General questions about AmeriCorps, NWSA or our recruitment process?** Contact:

Susan Navrotsky  
Statewide Individual Placement Program Coordinator  
NWSA Lower Columbia Center  
55 SE Main Street  
Portland, OR 97214  
(503) 234-2383 ext 106  
(503) 232-0166 (fax)  
[susan.navrotsky@esd112.org](mailto:susan.navrotsky@esd112.org)

AN EQUAL OPPORTUNITY EMPLOYER