



## Position Description

### Sierra Nevada AmeriCorps Partnership

**Position Title:** *Stewardship & Outreach Coordinator*  
**Host Site:** *American River Conservancy – Central Sierra Partnership Site*  
**Site Supervisor:** *Elena DeLacy, Stewardship Director*  
**Contact:** *(530) 621-1224; elena@arconservancy.org*

**Position Location:** The primary location of this position is in Coloma, California, located about 8 miles north of Placerville on Highway 49. The office of the American River Conservancy is located in the Marshall Gold Discovery State Historic Park on the South Fork American River. The area is rich in history and recreational opportunities, including rafting, kayaking, hiking, mountain biking and horseback riding. The Coloma-Lotus community is relatively small and rural, but is close to Placerville and Auburn, and within an hour's drive of Folsom and Sacramento.

**Organization Description:** For more than 26 years, the American River Conservancy (ARC) has been preserving rivers and land for life. As a non-profit community organization in the central Sierra Nevada foothills, we work to preserve natural areas and cultural resources and build an enduring ethic of care, building a sustainable future for humans in harmony with nature. The work of the ARC and the local RCDs is focused primarily in the Upper American and Upper Cosumnes River watersheds. A working partnership between the ARC and RCDs was established to implement actions set forth in the South Fork American River Stewardship Strategy, the South Fork American River Watershed Management Plan and the Upper Cosumnes Basin Strategic Plan.

**Program Description:** The ARC's Conservation Program, aimed at protecting high quality habitat and native fisheries, has been successful in protecting over 14,700 acres through fee title and conservation easement acquisition. The ARC's Stewardship Program provides science-based monitoring, restoration, maintenance and habitat enhancement services on local public lands and privately owned preserve lands. The Stewardship Program also includes annual monitoring and enforcement of ARC-owned Conservation Easements on private lands and the development of recreational trails and facilities on ARC-owned lands. Finally, the Education Program focuses on providing high quality natural history education to adults and children through publications, events, courses, camps and workshops and through occasional field study visits.

**Position Description:** The Stewardship and Outreach Coordinator will assist the Conservation and Stewardship Director and other ARC staff in implementing the Stewardship Program and Projects of the American River Conservancy in partnership with the El Dorado County and Georgetown Divide Resource Conservation Districts. Member activities include: Restoring and monitoring oak woodlands, aquatic areas and high elevation red fir forest; removing non-native invasive weeds in the project area; Assisting in the creation of a multi-use trailhead and trail facility along the South Fork American River; assisting with the development and maintenance of a native plant nursery, accessible trail and community farm at the Wakamatsu Community Farm site; recruiting and organizing volunteers for service projects and events; coordinating River Cleanups in partnership with local agencies and organizations; providing experiential education to the general public about local natural history by assisting with the delivery of the California Naturalist Certification Course; assisting with the Land Steward Training; public outreach at various events; preparing monitoring reports,

assisting with preparation of management plans and gathering data; reporting and tracking volunteer hours; assisting with project-specific grant writing and fundraising; and website content editing.

**Required Qualifications:** A Bachelor's degree is required with some coursework in natural resources or environmental science. Outstanding verbal and written communication skills required. Ability to hike a minimum of 3 to 4 miles while carrying a daypack, ability to lift up to 45 pounds and the ability to utilize basic trail-building tools required. A valid Driver's License is also a requirement. Availability to work at least one weekend day per month and attend occasional evening meetings is required.

**Desired Qualifications:** Knowledge of basic principles of ecology and environmental science; knowledge of and passion for horticulture, especially California native plants; excellent interpersonal skills including the ability to work with and relate to persons of all ages and of diverse backgrounds, skills and abilities; demonstrated commitment to volunteerism which could include actual volunteer experience; comfortable working in the outdoors and performing a variety of tasks; a flexible schedule and ability to manage multiple priorities.

**Additional Benefits:** The American River Conservancy will provide mileage reimbursement to and from field project sites.

**Website:** [www.arconservancy.org](http://www.arconservancy.org)



## Member Service Plan

### Sierra Nevada AmeriCorps Partnership

**Position Title:** *Stewardship and Outreach Coordinator*

**Host Site:** *American River Conservancy (ARC) and RCD Partnership (Central Sierra Site)*

**Site Supervisor:** *Elena DeLacy, Stewardship Director*

**Term of Service:** *Mid-October 2016 – Mid-September 2017, exact dates TBA*

**Organizational Background:** For 26 years, the American River Conservancy (ARC) has been preserving rivers and land for life. As a non-profit community organization in the central Sierra Nevada foothills, we work to preserve natural areas and cultural resources and build an enduring ethic of care, building a sustainable future for humans in harmony with nature. The American River Conservancy serves our communities by ensuring healthy ecosystems in the Upper American River and Upper Cosumnes River watersheds. Our uniquely integrated approach conserves the land forever; promotes education and recreational outings for young and old alike on these lands and builds a volunteer base to maintain the land and trails and restore habitat for a healthy future.

**Organizational/Program Goals 2016-17:** The ARC's Conservation Program, aimed at protecting high quality habitat and native fisheries, has been successful in protecting over 24,800 acres through fee title and conservation easement acquisition. The ARC's Stewardship Program provides science-based monitoring, restoration, maintenance and habitat enhancement services on local public lands and privately-held preserve lands. The Stewardship Program also includes annual monitoring and enforcement of ARC-owned Conservation Easements on private lands. Finally, the Education Program focuses on providing high quality nature education to adults and children through public programs, publications, events, nature camps, classes and workshops and through occasional field study visits. In 2016-2017 the American River Conservancy will be focused on conducting habitat restoration at the American River Headwaters property; expanding and maintaining a native plant nursery, accessible trail and community garden at the historic Wakamatsu Colony Farm, restoring elements of a riparian system and installing native plants along an ADA-accessible trail at the Farm, working with Agency partners to perform vegetation management at the Spivey Pond property (California red-legged frog habitat), delivery of the 3<sup>rd</sup> California Naturalist Certification Course in partnership with the University of California and expanding the local trail system on local BLM and American River Conservancy properties (Salmon Falls Trailhead Facility). An additional focus for 2016-17 will be to work towards developing and implementing educational curriculum for the Wakamatsu Community Farm.

**Member Service Plan Overview and Outcomes:** *The Stewardship and Outreach Coordinator will assist the Stewardship Director and other ARC staff in implementing the Stewardship Program and Projects of the American River Conservancy in partnership with the El Dorado County and Georgetown Divide Resource Conservation Districts. Member activities include: Restoring and monitoring oak woodlands, aquatic areas(including endangered species habitat) and high elevation red fir forest at the American*

*River Headwaters site; removing non-native invasive weeds in the project area; Assisting in the creation of a multi-use trailhead and trail facility along the South Fork American River; assisting with the development and maintenance of a native plant nursery, accessible trail and community farm at the Wakamatsu Community Farm site; recruiting and organizing volunteers for service projects and events; coordinating River Cleanups in partnership with local agencies and organizations; providing experiential education to the general public about local natural history by assisting with the delivery of the California Naturalist Certification Course; public outreach at various events; preparing monitoring reports, assisting with preparation of management plans and gathering data; reporting and tracking volunteer hours; assisting with project-specific grant writing and fundraising; website content editing and social media content development.*

**Service Position Major Projects:**

**1. Watershed Restoration and Assessment:**

- a. **Priority Project:** *Restore and enhance oak woodland resources at the Salmon Falls Ranch (SFR). This project involves preparing the site for planting, installing erosion control BMPs, assisting with the purchase and/or propagation of appropriate plants, installation of native plants and maintenance of the restoration project. The member will be responsible for collecting and organizing data, coordinating volunteer workdays, conducting field work and reporting progress to the site supervisor.*
  - i. **Projected Hours:** 200
  - ii. **Estimated Outcome:** 5 acres
- b. **Priority Project:** *Conduct invasive species removal at the Spivey Pond Project site, California red-legged frog habitat. Lead crews of California Conservation Corps members and participate in frog surveys.*
  - i. **Projected Hours:** 50
  - ii. **Estimated Outcome:** 5 acres
- c. **Priority Project:** *Restoration at Wakamatsu Community Farm*
  - i. **Projected Hours:** 200
  - ii. **Estimated Outcome:** 5 acres
- d. **Priority Project:** *Restoration at American River Headwaters*
  - i. **Projected Hours:** 50
  - ii. **Estimated Outcome:** 5 acres
- e. **Priority Project:** *Assist with Easement Monitoring*
  - i. **Projected Hours:** 50
  - ii. **Estimated Outcome:** 1200 acres assessed
- f. **Priority Project:** *Coordinate River Cleanup Events, including 3 county-sponsored river cleanups and the Great Sierra River Cleanup*
  - i. **Projected Hours:** 100
  - ii. **Estimated Outcome:** 10 acres
- g. **Watershed Restoration and Assessment Totals:**
  - i. **Total Projected Hours:** 650 hours

**ii. Total Estimated Outcome: 25 acres restored; 1200 acres monitored**

**2. Watershed Education and Outreach**

- a. **Priority Project:** *Attend tabling and outreach events to raise awareness of local watershed issues and solutions.*
  - i. **Projected Hours:** 50 hours
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Outreach** 50 people
- b. **Priority Project:** *Assist with the delivery of service-learning field trips to the Wakamatsu Community Farm, American River Headwaters and other ARC restoration projects.*
  - i. **Projected Hours:** 100 hours
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Outreach** 50 people
- c. **Priority Project:** *Assist with the delivery of annual Land Steward Training.*
  - i. **Projected Hours:** 25 hours
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Presentations** 15 people
- d. **Priority Project:** *Assist with the delivery of The California Naturalist Certification Course. CA Naturalist is a partnership with the University of California Extension to teach Natural History and Interpretive concepts to the general public.*
  - i. **Projected Hours:** 25 hours
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Presentations** 15 people
- e. **Priority Project:** *participate in the Watershed Education Summit service learning project aimed at using student volunteers to collect viable data on an Eldorado National Forest Healthy Forest Project. The member will assist with campsite logistics and presentations. Calibrate and perform maintenance on water quality and other equipment. Perform protocols in the field and lead student groups.*
  - i. **Projected Hours:** 50
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Presentations** 50
- f. **Watershed Education Totals:**
  - i. **Total Projected Hours:** 250
  - ii. **Total Estimated Outcomes:**
    - 1. **Presentations:** 85 people
    - 2. **Outreach:** 100 people

**3. Volunteer Recruitment and Support:**

- a. **Priority Project:** *Volunteer Stewardship Workdays Volunteer Recruitment: Advertise twice-monthly stewardship workdays to the community and recruit volunteers for service to benefit restoration and trail projects. Record/track volunteer hours.*
  - i. **Projected Hours:** 300



5. **Member Training and Development:** (Please note that members can complete no more than 240 hours of training.)
  - a. **SNAP Specific Trainings:** Required SNAP Member Orientation, Spring Training and Service Projects, Fall Training and Sierra Nevada Alliance Annual Conference, and Graduation
    - i. **Projected Hours:** 130 Hours
  - b. **Site Specific Orientation:** *Orientation including website training, staff introductions, policies and procedures, meet the Board of Directors, site visits to ARC-projects, office space and equipment, work schedule and overview of projects and programs.*
    - i. **Projected Hours:** 20
  - c. **Site Specific Training:** *Training to include website training, GPS technology training, water quality monitoring training.*
    - i. **Projected Hours:** 10
  - d. **Site Specific Training:** California Naturalist Certification Course
    - i. **Projected Hours:** 40
  - e. **Member Training and Development Totals:**
    - i. **Total Projected Hours:** 200
6. **Total Hours:** 1700
7. **Percentage Totals:**
  - a. **Watershed Restoration and Assessment:** 38%
  - b. **Watershed Education and Outreach:** 15%
  - c. **Volunteer Recruitment and Support:** 28%
  - d. **Resource Attainment:** 7%
  - e. **Member Training and Development:** 12%