



## Position Description Sierra Nevada AmeriCorps Partnership

**Position Title:** Education & Outreach Coordinator  
**Host Site:** Alpine Watershed Group and River Wranglers  
**Site Supervisors:** Sarah Green, 530-694-2327, awg.sarah@gmail.com  
Linda Conlin, 775-230-0633, linda@riverwranglers.org

**Position Location:** Markleeville, CA and Carson City, NV

**Organization Description:** This AmeriCorps position will be hosted by the Alpine Watershed Group (AWG) and River Wranglers (RW) to serve in the Carson River watershed. Half of the member's time will serve the headwaters in Alpine County with AWG and the other half will be serving throughout the watershed with a focus on Douglas and Carson Counties with RW.

The mission of the Alpine Watershed Group is to preserve and enhance the natural system functions of Alpine County's watersheds for future generations. AWG's role is to monitor water quality, assist with needed restoration projects and engage community participation in order to maintain healthy watershed systems. With the participation of a diverse stakeholder group, the organization builds community collaboration around watershed management and restoration efforts. Since 2001, AWG has been serving a critical role in collaborative watershed planning and restoration in Alpine County.

River Wranglers (RW) inspires youth, through hands-on learning, to explore, conserve and understand the importance of local rivers. Working with K-12 students, teens mentor younger kids, they envision a community, aware and committed to healthy watersheds and rivers. Since 1994 River Wranglers has facilitated projects on the Carson River including bioengineering projects to stabilize the streambank, tree wrapping, wood duck nest boxes and bat houses to expand habitat, water monitoring (chemical and biological), weed control and trash removal.

### **Program Description:**

Alpine Watershed Group and River Wranglers work cooperatively to expand the engagement of community residents and school-aged students in Carson River watershed stewardship. These efforts involve three primary program areas – water quality monitoring, stream restoration and community outreach and education. The Outreach and Education Program strives to educate youth and adults about watershed processes and engage all as stewards of our natural resources. The AmeriCorps Member will plan and conduct public outreach and education in both the community and in the school classroom. Outreach activities will help raise the community's awareness of the importance of healthy watersheds.

**Position Description:** The Education & Outreach Coordinator's primary focus is to educate adult and youth community members and recruit/coordinate volunteer involvement in AWG's and RW's watershed programs. Primary responsibilities include the following:

- Conduct youth education programs, including classroom presentations, hands-on activities and field work
- Maintain communications with schools/teachers regarding watershed-based educational tools and training opportunities
- Develop outreach materials such as flyers and educational materials
- Maintain web marketing tools including websites, Facebook, and newsletters
- Recruit volunteers to participate in monitoring, restoration, and education activities
- Assist with the planning and coordination of events including Markleeville Creek Day, Alpine Aspen Festival, Conserve Carson River Work Days, Carson River Festival, River Wrangler Round-Up and other opportunities as they arise
- Table local/regional events with organizational display and educational materials
- Assist with general publicity – press releases and meeting announcements
- Assist with office staffing and maintenance

**Required Qualifications:**

- Background in natural resource or environmental science
- Experience and strong interest in working with and educating youth
- Capability to coordinate volunteer-based programs and events
- Ability to work independently and manage multiple projects
- Proficient computer skills including word processing, spreadsheets, email and internet
- Strong verbal and written communications skills and analytical thinking ability
- Ability to work evenings and weekends as needed
- Reliable transportation
- Ability to work at a desk/computer for up to 8 hours a day

**Desired Qualifications:**

- A working knowledge of watershed processes and resource management techniques
- Experience in planning community events, coordinating volunteers and working with youth
- Demonstrated ability to facilitate and lead groups
- Strong enthusiasm for volunteer-based programs
- Passion for environmental stewardship, collaboration and citizen involvement

**Additional Benefits:**

- Gain experience with two established nonprofit organizations. AWG's office is in a quaint town nestled in the headwaters of the California Alps. The RW's work space is in the Carson Water Subconservancy District office in Nevada's capital, Carson City.
- Learn about the watershed approach to natural resource management. The Carson River watershed with its headwaters in the Sierra Nevada is a terminal river, ending in the Carson Sink, part of the Great Basin.
- Work with a diverse group of stakeholders, volunteers, and community members

**Websites:** [www.alpinewatershedgroup.org](http://www.alpinewatershedgroup.org) and [www.riverwranglers.org](http://www.riverwranglers.org)



## **Member Service Plan Sierra Nevada AmeriCorps Partnership**

<p><b>Host Site:</b> Alpine Watershed Group &amp; River Wranglers <b>Position Title:</b> Education and Outreach Coordinator <b>Designated Site Supervisor:</b> Sarah Green (AWG) and Linda Conlin (RW) <b>Term of Service:</b> Mid-October 2016 – Mid-September 2017, exact dates TBA</p>
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### **Organizational Background:**

This AmeriCorps position will be hosted by the Alpine Watershed Group (AWG) and River Wranglers (RW) to serve in the Carson River watershed. Half of the member's time will serve the headwaters in Alpine County with AWG and the other half will be serving throughout the watershed with a focus on Douglas and Carson Counties with RW.

The mission of the Alpine Watershed Group is to preserve and enhance the natural system functions of Alpine County's watersheds for future generations. AWG's role is to monitor water quality, assist with needed restoration projects and engage community participation in order to maintain healthy watershed systems. With the participation of a diverse stakeholder group, the organization builds community collaboration around watershed management and restoration efforts. Since 2001, AWG has been serving a critical role in collaborative watershed planning and restoration in Alpine County.

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### **Organizational/Program Goals 2015-16:**

The collaborative program goals of AWG and RW are as follows:

1. To increase community awareness and participation for enhanced watershed stewardship through nonpoint source education in order to improve water quality.
2. To engage youth and adults in watershed stewardship through hands-on restoration projects.

3. To build organizational capacity to offer sustainable youth and adult education programs in the Carson River watershed by augmenting both organizations' local and regional support network.

**Member Service Plan Overview and Outcomes:**

The Outreach and Education Coordinator's primary focus is to educate adult and youth community members and recruit/coordinate volunteer involvement in AWG's and RW's watershed programs. Primary responsibilities include the following:

- Conduct youth education programs, including classroom presentations, hands-on activities and field work
- Maintain communications with schools/teachers regarding watershed-based educational tools and training opportunities
- Develop outreach materials such as flyers and educational materials
- Maintain web marketing tools including website, Facebook, and newsletter
- Recruit volunteers to participate in monitoring, restoration, conservation and education activities
- Assist with the planning and coordination of events including Markleeville Creek Day, Alpine Aspen Festival, Conserve Carson River Work Days, Carson River Festival, River Wrangler Round-Up and other opportunities as they arise
- Table local/regional events with organizational display and educational materials
- Assist with general publicity – press releases and meeting announcements
- Assist with office staffing and maintenance

**Service Position Major Projects:**

**1. Watershed Restoration and Assessment:**

- a. **Priority Project:** Water monitoring – plan and coordinate youth volunteer water quality sampling events; perform water quality sampling as needed.
  - i. **Projected Hours:** 100
  - ii. **Estimated Outcome:** N/A
- b. **Priority Project:** Restoration work days - plan and coordinate youth involvement in restoration work days including but not limited to Markleeville Creek Day, Conserve Carson River Work Days; assist with partner work days as well (such as Hope Valley willow planting).
  - i. **Projected Hours:** 100
  - ii. **Estimated Outcome:** 2 acres
- c. **Watershed Restoration and Assessment Totals:**
  - i. **Total Projected Hours:** 200
  - ii. **Total Estimated Outcome:** 2 acres

**2. Watershed Education and Outreach**

- a. **Priority Project:** Youth Education Programs - Identify interested teacher at the schools and educational leads at the tribe; Plan youth education programs, including classroom presentations, hands-on activities and field work; Maintain communications with schools/teachers regarding watershed-based educational tools and training opportunities
  - i. **Projected Hours:** 600
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    1. **Presentations** (Presentations and/or Service Learning projects of at least 30 minutes in which the member will be able to query participants with a pre and post test): 200 people
    2. **Outreach** (Educational Outreach in which members will be able to ask participants if the outreach conducted increased their level of understanding): 50 people
  
- b. **Priority Project:** .General Community Outreach – collect educational resources and develop presentations for the general public, local groups and other opportunities (such as the Alpine Aspen Festival); table at local/regional meetings and events; assist with press release development and program flyers as needed
  - i. **Projected Hours:** 235
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    1. **Presentations** (Presentations and/or Service Learning projects of at least 30 minutes in which the member will be able to query participants with a pre and post-test): 50 people
    2. **Outreach** (Educational Outreach in which members will be able to ask participants if the outreach conducted increased their level of understanding): 100 people
  
- c. **Priority Project:** Materials & Resources – develop and maintain various types of outreach materials and resources including website, brochure, electronic newsletter, program announcements, partner news and regional watershed events.
  - i. **Projected Hours:** 235
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    1. **Presentations** (Presentations and/or Service Learning projects of at least 30 minutes in which the member will be able to query participants with a pre and post test): 0 people
    2. **Outreach** (Educational Outreach in which members will be able to ask participants if the outreach conducted increased their level of understanding): 0 people
  
- d. **Watershed Education Totals:**
  - i. **Total Projected Hours:** 1,070
  - ii. **Total Estimated Outcomes:**
    1. **Presentations:** 250
    2. **Outreach:** 150

### 3. Volunteer Recruitment and Support:

- a. **Priority Project:** General recruitment and support for program involvement – including involvement in restoration and monitoring work days, youth education programs and Teens Educating Communities program
    - i. **Projected Hours:** 100
    - ii. **Estimated Outcomes:**
      - 1. **Number of Volunteers Recruited:** 20
      - 2. **Total # of Hours Served by Volunteers:** 100 hours
  - b. **Volunteer Recruitment and Support Totals:**
    - i. **Total Projected Hours:** 100
    - ii. **Total Estimated Outcomes:**
      - 1. **Number of Volunteers Recruited:** 20
      - 2. **Total # of Hours Served by Volunteers:** 100
4. **Resource Attainment:** (Please note that members can complete no more than 170 hours of Resource Attainment Activities. Resource Attainment activities must raise money that goes directly to member service projects. Members may NOT raise general funds, write federal grants, or write grants to cover your site's cash match.)
- a. **Priority Project:** Markleeville Creek Day and River Wrangler Round-Up donations – solicit financial support and supply donations for event and project needs
    - i. **Projected Hours:** 100
    - ii. **Estimated Outcomes:**
      - 1. **Number of Donations (Grants, Services, Goods, etc):** 5
      - 2. **Dollar Amount of Donation:** \$2,000
  - b. **Resource Attainment Totals:**
    - i. **Total Projected Hours:** 100
    - ii. **Total Estimated Outcomes:**
      - 1. **Number of Donations:** 5
      - 2. **# of Hours Served by Volunteers:** \$3,000
5. **Member Training and Development:** (Please note that members can complete no more than 340 hours of training.)
- a. **SNAP Specific Trainings:** Required SNAP Member Orientation, Spring Training and Service Projects, Sierra Nevada Alliance Annual Conference, and Graduation
    - i. **Projected Hours:** 130 Hours
  - b. **Site Specific Orientation:** Staff will initially provide orientation to the Member on organizational background, structure, mission, and program area details. Monthly meetings will provide opportunities for the Member to develop and foster relationships with group and board members. As specific tasks are assigned within given program areas, staff and board members will provide training, mentoring, and feedback to the Member ongoing.
    - i. **Projected Hours:** 40
  - c. **Site Specific Training:** AWG and RW staff members are well qualified in numerous areas pertaining to watershed science, assessment and monitoring, planning, volunteer recruitment and training, composing outreach materials and general community outreach

strategies, grant and budget management, and overall program management. Skills training for specific tasks and program areas will be provided ongoing. Additionally, training opportunities in various areas from outside the organization via workshops will be available as determined appropriate. AWG and RW will work closely with the Member to ensure skills and career training objectives are being met.

**i. Projected Hours: 60**

**d. Member Training and Development Totals:**

**i. Total Projected Hours: 230**

**6. Total Hours** Must be at least 1700 hours: 1700 hours

**7. Percentage Totals:**

**a. Watershed Restoration and Assessment: 200 hours – 12%**

**b. Watershed Education and Outreach: 1,070 – 63%**

**c. Volunteer Recruitment and Support: 100 – 6%**

**d. Resource Attainment: 100 – 6%**

**e. Member Training and Development: 230 – 15%**