



## Position Description

### Sierra Nevada AmeriCorps Partnership

**Position Title:** Stewardship Coordinator  
**Host Site:** *South Yuba River Citizens League (SYRCL)*  
**Site Supervisor:** *Rachel Hutchinson, River Science Director*  
**Contact:** (530) 265-5961 ext. 205

**Position Location:** SYRCL's office is in Nevada City, CA – a lovely town and community in the Sierra foothills. Historic Nevada City is regarded as a cultural, artistic and environmental hub within the Sierra Nevada Range. Once the epicenter of the California Gold Rush, Nevada City—in proximity to the South Yuba River -- is undergoing a multi-decade renaissance as a model community pursuing ecological and economic sustainability through innovative green enterprises, neo-agrarian renewal and watershed restoration. All of our work is conducted in the beautiful and inspiring Yuba Watershed.

#### **Organization Description:**

SYRCL is the leading voice for the protection and restoration of the Yuba River and greater Yuba Watershed. Founded in 1983 through a rural, grassroots campaign to defend the South Yuba River from proposed hydropower dams, SYRCL has developed into a vibrant community organization with over 3,500 members and volunteers based in Nevada City.

Since achieving Wild and Scenic status for the South Yuba River in 1999, SYRCL has developed a variety of successful programs for inspiring environmental activism and supporting responsible watershed stewardship. These range from the Wild and Scenic Film Festival to a River Science Program with a large citizen component and strong standing in collaborative forums.

SYRCL is the leading regional advocate for creating resilient human and natural communities throughout the greater Yuba River basin by restoring creeks and rivers, restoring wild salmon populations, and inspiring and organizing people – from the Yuba's source to the sea.

**Program Description:** In 2015, SYRCL completed its second 3-year strategic action plan that guides the organization in all of the activities and program outcomes including the ones the Stewardship Coordinator will be involved in. The Stewardship Coordinator will work at the intersection of multiple SYRCL programs: River Science, River People, Education and Restoration. SYRCL's Restoration Program has recently developed from a long standing River Science Program that has assessed conditions and the watershed and built a scientific foundation for certain restoration activities. SYRCL also involves a large group of volunteer River Monitors and other volunteers ready to promote stewardship with excellent training and guidance. In September, SYRCL coordinates the Yuba River Cleanup and Restoration Day within the Yuba Watershed. This program involves volunteers removing trash at over 30 sites along 80+ miles of shoreline, and additionally includes several small scale restoration projects.

In 2012, SYRCL launched the River Ambassadors Program, a volunteer-based initiative to educate and motivate the thousands of annual visitors to the Yuba River within the South Yuba River State Park to help keep the park clean and safe. The program was created in response to the reduced services provided by the state park staff. By talking face-to-face to visitors at river crossings, at beaches and on trails, SYRCL's corps of volunteer River Ambassadors vastly expand outreach about the Yuba and how visitors can care for it.

SYRCL also leads several educational excursions to areas of important SYRCL work including high alpine meadows, state park lands, and restoration sites. Additionally, SYRCL provides outreach at many of their own events and also other community events.

**Position Description:** The Stewardship Coordinator will provide a central role in recruiting and coordinating volunteers from the community to serve in a variety of programs, and will also act as a point person for SYRCL conducting education and outreach for our projects. The Stewardship Coordinator is responsible for the oversight, management and production of a successful River Ambassador Program involving approximately 40 volunteers over the summer. The Stewardship Coordinator is solely responsible for the organization of the River Ambassador program including: hiring, training, and supervising three part-time River Captain employees and the River Ambassador volunteers. The Stewardship Coordinator will be responsible for outreach at all SYRCL community events. The Stewardship Coordinator will serve as the lead outreach coordinator for SYRCL. The Stewardship Coordinator will develop outreach and training materials; coordinate volunteer trainings; write news articles; provide support at all River People events; present to schools and community groups; and participate in grant writing and resource procurement for projects in his/her service plan such as the River Ambassador Program and Yuba River Cleanup.

**Required Qualifications:**

A successful Stewardship Coordinator should have the following qualifications:

- Post-secondary education in natural resources, communications, biological or environmental sciences and/or equivalent experience
- Passion to engage, coordinate, and educate volunteers on environmental topics and hands-on stewardship techniques through both written and oral communication
- Expertise in creating presentations to communicate SYRCL's work to the public
- Experience and comfort presenting to groups, i.e. strong public speaking skills
- Excellent "people skills" and a commitment to positive interactions with diverse community members
- Expertise in supervising and coordinating volunteers
- Excellent organizational skills and attention to detail
- Ability to work independently, solve problems, and exercise good judgment
- Good leadership and team skills
- Ability to multi-task and prioritize
- Available to work weekends and evenings
- Valid driver's license
- Personal transportation for work assignments; travel reimbursement provided

**Desired Qualifications:**

- Previous community engagement, outreach and tabling experience
- Graphic design experience: Photoshop and InDesign a plus
- PR-marketing experience including: radio, press, social media Craigslist, WordPress, Mailchimp
- Experience producing press releases, enews articles, blog posts, etc.

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



## Member Service Plan Sierra Nevada AmeriCorps Partnership

Service plans lay the framework for what each member will be doing during their service. Service plans detail the major projects and expected results each member will have. Members review these service plans during the application process to find the position that most closely matches their experience as well as their career goals and professional development needs. SNAP staff understands that service projects will change based on funding availability, staffing, etc. If Host Sites make major changes to their service plans they must contact their Regional Coordinator to discuss what impacts the changes will have on the Members outputs and results. Sites must also consult with their Member about these changes to ensure that members are still receiving the training and hands on experience that was originally included in the Service Plan which the member agreed to. Please complete the following form and submit it with your Host Site Application or Reapplication. If you are applying to host more than one member you will need to submit a separate Service Plan for each Position you are applying for unless the positions are exactly the same.

<p><b>Host Site:</b> South Yuba River Citizens League (SYRCL) <b>Position Title:</b> Stewardship Coordinator <b>Designated Site Supervisor:</b> Rachel Hutchinson, River Science Director <b>Contact:</b> (530) 265-5961 ext. 205 <b>Term of Service:</b> Mid-October 2016 – Mid-September 2017</p>
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**Organizational Background:** SYRCL is the leading voice for the protection and restoration of the Yuba River and greater Yuba Watershed. Founded in 1983 through a rural, grassroots campaign to defend the South Yuba River from proposed hydropower dams, SYRCL has developed into a vibrant community organization with over 3,500 members and volunteers based in Nevada City.

Since achieving Wild and Scenic status for the South Yuba River in 1999, SYRCL has developed a variety of successful programs for inspiring environmental activism and supporting responsible watershed stewardship. These range from the Wild and Scenic Film Festival to a River Science Program with a large citizen component and strong standing in collaborative forums.

SYRCL is the leading regional advocate for creating resilient human and natural communities throughout the greater Yuba River basin by restoring creeks and rivers, restoring wild salmon populations, and inspiring and organizing people – from the Yuba’s source to the sea.

SYRCL has many accomplishments related to monitoring, assessment and restoration, as well as a legacy of powerful stewardship and environmental education. In 2012, SYRCL launched the River Ambassadors Program, a volunteer-based initiative to reach out to Yuba River users about how both local residents and out-of-towners can help keep the river clean, safe and healthy throughout the summer. The primary purpose of the River Ambassador Program is to educate and motivate the thousands of annual visitors to the Yuba River to help keep the park clean and safe. By talking face-to-face to visitors at river crossings, at beaches and on trails, SYRCL's River Ambassadors will vastly expand outreach about the Yuba and how visitors can care for it. The model is also a response to the uncertain future of management of the State Parks lands along the South Yuba River—and a request from State Parks to be supported by SYRCL's pool of volunteers.

**Organizational/Program Goals 2016/17:** SYRCL aims to enhance and empower effective stewardship in the Yuba River watershed through education, community involvement and direct citizen participation in excursions, monitoring, assessments and restoration projects. Overall goals include providing more meaningful roles for volunteers to engage with SYRCL in our work, and better, more widely communicate results.

**Program Goals for 2016-17:**

- Coordinate a robust outreach effort for SYRCL at the Wild & Scenic Film Festival
- Train at least 5 volunteers to participate in SYRCL's many outreach activities to represent SYRCL at events.
- Manage and coordinate a most successful 2017 River Ambassador Program by evaluating previous River Ambassador Programs utilizing more than 40 volunteers for the entire summer program.
- Assist the Community Engagement Manager in producing a successful Yuba River Cleanup & Clean-a-thon peer-to-peer fundraiser which will remove trash from 81+ miles of streams, treat 4 acres for erosion control or invasive species removal, and involve more than 700 volunteers.

**Member Service Plan Overview and Outcomes:** The Stewardship Coordinator will primarily conduct education and outreach; provide training and support to volunteers; ; coordinate the River Ambassador Program; and assist in producing all River People events including the Yuba River cleanup and Clean-a-thon peer to peer fundraiser. The Stewardship Coordinator will work closely with the Community Engagement Manager and Coordinator, the Executive Director, and the AmeriCorps River Monitoring and Restoration Coordinators.

**Service Position Major Projects:**

**1. Watershed Restoration and Assessment:**

- a. **Priority Project:** *Assist Community Engagement Manager with planning the Yuba River Cleanup, which involves up 700+ volunteers and 30+ sites. The work entails choosing clean-up sites, calculating how many acres are to be cleaned up along Yuba*

*River, providing support for the Site Leader training, and organizing tools and supplies. Also SC is to provide lead role in site descriptions and evaluations, and will be a liaison to the public.*

- i. Projected Hours:** 100 hours
- ii. Total Acres Restored:** 20 acres
- iii. Total Acres Restored by Member:** 1 acre
- iv. Total Acres Restored by Volunteers:** 19 acres

**Watershed Restoration and Assessment Totals:**

- i. Total Projected Hours:** 100 hours
- ii. Total Estimated Outcome:** 20
  - 1. Acres Restored by Member:** 1 acre
  - 2. Acres Restored by Volunteers:** 19 acres

**2. Watershed Education and Outreach**

- a. Priority Project:** *The Stewardship Coordinator will coordinate and implement the popular River Ambassador Program, which takes place on the river every weekend throughout the summer. The SC will work closely with California State Parks, SYRCL's partner in this program; create all program documents and outreach materials; manage the PR-marketing of the program on social media, radio, press and in SYRCL's enewsletter sent to 11,000+ subscribers; manage year-round volunteer recruitment; hire and supervise three part-time River Captain employees; draft and manage the River Ambassador budget; maintain website updates; update and develop new training materials as needed; coordinate and lead weekly River Captain meetings; and coordinate and lead one to three volunteer trainings throughout the summer. The SC will finally contribute to a report evaluating the successes and failures of the 2016 River Ambassador season, and give guidance to improve the program in 2017.*
  - i. Projected Hours:** 550 hours
  - 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): 40 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
- b. Priority Project:** *Serve as a liaison between SYRCL and groups seeking information, including River Monitors and other volunteers seeking to be involved in restoration work or other forms of stewardship. Participate in the Bear-Yuba Watershed Council. Develop outreach materials and coordinate presentations, including those to be provided to the Executive Director, and other staff. Provide all organization and implementation of SYRCL outreach booths at SYRCL events (Film Festival, State of the Yuba, etc.) and in the community such as farmers*

*markets, fairs and more. The Stewardship Coordinator will provide at minimum, one presentation or outreach event per month. The Stewardship Coordinator will schedule presentations with civic community groups such as Kiwanis, Rotary, etc.(see 3.c.)*

- c.
  - i. **Projected Hours:** 400 hours
  - 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): 100 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

**Watershed Education Totals:**

- i. **Total Projected Hours:** 950 hours
- ii. **Total Estimated Outcomes:**
  - 3. **Presentations:** 140 people
  - 4. **Outreach:** 200 people

**3. Volunteer Recruitment and Support:**

- a. **Priority Project:** *Recruit volunteers to participate in the River Ambassador program; see 2. a.*
  - i. **Projected Hours:** 200 hours
  - ii. **Estimated Outcomes:**
    - 1. **Number of Volunteers Recruited:** 40 volunteers
    - 2. **Total # of Hours Served by Volunteers:** 600 hours
- b. **Priority Project:** *Assist Community Engagement Manager with planning the Yuba River Cleanup & Restoration Day being the liaison with the volunteer site leaders and volunteers registering to participate in the event.*
  - i. **Projected Hours:** 100 hours
  - ii. **Estimated Outcomes:** (Complete one of the following for this project)
    - 1. **Number of Volunteers Recruited:** 600 volunteers
    - 2. **Total # of Hours Served by Volunteers:** 1,800 hours
- c. **Priority Project:** *Serve as a liaison between SYRCL and the public and recruit volunteers at all SYRCL events including: Wild & Scenic Film Festival, Quiz Night, State of the Yuba, Wild for the Yuba, Growing Green Workshops, Fishing for Fun: A Family Affair, and the Yuba River Cleanup. The SYRCL outreach effort at the Wild & Scenic Film Festival includes the coordination of ~50 outreach volunteers over a 5 day period at 10 film and festival venues throughout Nevada City and Grass Valley. The Stewardship Coordinator will work closely with the Restoration and River Monitoring Coordinators to represent SYRCL at community events, farmer's market, and fairs.(see 2. b.)*
  - i. **Projected Hours:** 100 hours

- ii. **Estimated Outcomes:** (Complete one of the following for this project)
  1. **Number of Volunteers Recruited:** 50 volunteers
  2. **Total # of Hours Served by Volunteers:** 500 hours

**Volunteer Recruitment and Support Totals:**

- i. **Total Projected Hours:** 400 hours
  - ii. **Total Estimated Outcomes:**
    1. **Number of Volunteers Recruited:** 640 volunteers
    2. **Total # of Hours Served by Volunteers:** 2,400 hours
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:** *Yuba River Cleanup; Project involves securing sponsorship, donations from the Clean-a-thon and small grants in spring and summer.*
    - i. **Projected Hours:** 100 hours
    - ii. **Estimated Outcomes:**
      1. **Number of Donations (Grants, Services, Goods, etc):** 10 donations
      2. **Dollar Amount of Donation:** \$20,000
  - b. **Priority Project:** *River Ambassadors program that provides education, safety and resource protection for South Yuba State Park lands and visitors. SC will assist with grant applications and sponsorship requests for program.*
    - i. **Projected Hours:** 70 hours
    - ii. **Estimated Outcomes:**
      1. **Number of Donations (Grants, Services, Goods, etc):** 0 donations
      2. **Dollar Amount of Donation:** \$3,000

**Resource Attainment Totals:**

- i. **Total Projected Hours:** 170 hours
  - ii. **Total Estimated Outcomes:**
    1. **Number of Donations:** 10 donations
    2. **Dollar Amount of Donation:** \$23,000
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:** 120 Hours
  - b. **Site Specific Orientation:** *AmeriCorps member will be oriented on the following:*
    - The South Yuba River Comprehensive Management Plan

- SYRCL's report: A 21<sup>st</sup> Century Assessment of the Yuba River Watershed which also presents the vision for restoration of the watershed
- SYRCL's restoration program in the lower Yuba River
- YubaShed.org website and collected data on it
- SYRCL's salmon campaign
- SYRCL's River Ambassador Program
- Yuba watershed tour
- WordPress
- MailChimp

i. **Projected Hours:** 40 hours

- c. **Site Specific Training:** Additional conferences on service related topics.  
Example of past conferences attended by AmeriCorps member include: Salmonid Restoration Conference and Sierra Nevada Alliance's Sierra Meadow Forum

i. **Projected Hours:** 20 hours

**Member Training and Development Totals:**

ii. **Total Projected Hours:** 180 hours

6. **Total Hours:** 1700 hours

7. **Percentage Totals:**

- a. **Watershed Restoration and Assessment:** 11.7% (200 hours)
- b. **Watershed Education and Outreach:** 55.8% (950 hours)
- c. **Volunteer Recruitment and Support:** 23.5% (400 hours)
- d. **Resource Attainment:** 10% (170 hours)
- e. **Member Training and Development:** 10.5% (180 hours)