



AmeriCorps Member Position Description

Member Position / Title: Coastal Program Volunteer Coordinator and Field Tech

of Member Slots in this Position: 1

Days / Hours of Service: Monday – Friday (8 hours a day, exact schedule can be of members choosing). Some Saturdays may be required. If this occurs, the member will be given a week day off prior or following the Saturday. Some of the member’s tasks will include field days which can last 10 to 12 hours. When this occurs, the member can work a shortened day(s) in the immediate or following week.

Member Immediate Supervisor Name: Dr. Theryn Henkel

Member Immediate Supervisor Title: Assistant Director, Coastal Sustainability Program

Partner Organization Name: Lake Pontchartrain Basin Foundation

Address:

Pontchartrain Beach Office: 2045 Lakeshore Drive, STE 339, New Orleans, LA, 70122

Website: saveourlake.org

Organization/Agency Mission and/or Goals:

Vision: An environmentally sustainable, prosperous, and resilient region

Mission: Drive environmental sustainability and stewardship through scientific research, education, and advocacy.

The Lake Pontchartrain Basin is a 10,000 square mile watershed encompassing 16 Louisiana parishes. The land use of the region is both rural and urban and is the most densely populated region in Louisiana, including metro New Orleans and the state capital, Baton Rouge. It is one of the largest estuarine systems in the Gulf of Mexico containing over 22 essential habitats. The Basin's topography ranges from rolling woodlands in the north to coastal marshes in the south, with the 630 square mile Lake Pontchartrain as its centerpiece.

Program Mission and/or Goals:

The Coastal Sustainability Program was established in 2005. The goal of the program is to conduct scientific investigation into coastal issues in the Pontchartrain Basin to inform advocacy for coastal restoration initiatives, to ensure the sustainability of coastal ecosystems for future generations. The guiding principles of the program are the [Multiple Lines of Defense Strategy](#) and the [Comprehensive Habitat Management Plan](#).



Community Need:

The member would meet the community need of environmental stewardship. By understanding the coastal science conducted at LPBF, the member will then be able to translate that science to materials that enhance environmental stewardship on the Greater New Orleans region and beyond. The member will also help recruit volunteers to coastal restoration events, which also creates stewardship. Coastal land loss issues are rampant in Louisiana and while many constituents agree that this is an issue that affects them, they do not really understand the land loss crisis that we are currently in and what that means for the future of individuals, families, business and culture of southeast Louisiana. There is a community need to increase understanding and involvement in this issue. LPBF also uses science to guide our advocacy. The member would be involved with collecting scientific data for some of our restoration programs and other basin wide monitoring that we do. The data we collected guides how we advocate for environmental or policy changes, and therefore quality data collection is paramount to our mission. The member will also help to highlight to the community how science is our guide, and promote our scientific activities and programs.

Member Position Summary:

The member would be a volunteer coordinator for our coastal restoration volunteer opportunities. This would include developing dynamic flyers and communications to attract volunteers, communicating with volunteers, recruiting volunteers, and identifying new avenues of volunteer recruitment for restoration opportunities. This would also include helping to manage volunteers at restoration events, including safety, logistics, and assistance. The member would work closely in a collaborative effort with our communications department and two of the AmeriCorps positions in the outreach and education departments so develop science communication, outreach, and volunteer recruitment pieces for the coastal department. The member would also work closely with the communications department to develop the outreach aspect of existing scientific programs. The member in this position will have a variety of responsibilities that require an interest in science, data collection, field work, data management, outreach, formulation of print and online outreach or awareness materials and social media. The member would help with a variety of field activities in the swamp and marsh and then formulate social media posts and other outreach materials as appropriate, including fact sheets, blogs and flyers. The member may also be asked to make promotional materials for initiatives within the coastal program. The member would gain experience in developing print and electronic promotional items, the scientific data collection process and the scientific method. While these tasks seem numerous and varied, these tasks would be completed over the 11 months and not all tasks listed here would be worked on every week.

Necessary Training:

The member can receive most of the training on the job. However, having training in vegetation data collection methods or at least experience working in the field would be advantageous. Having taken classes in lab and field science would also be advantageous. All scientific data collection techniques will be taught *in situ* as for these activities, learning in the field is best. We would like the member to have training in communicating science to the layman and producing print and online media fact sheets and promotional materials, however, this is not required and could be taught. In essence, all training for this position would be on the job training with close supervision by the mentor. The mentor would also be available for consultation, questions, and general advice.

**Member Impact:**

The member impact would be an increased awareness of coastal and environmental issues affecting the Greater New Orleans Region, as well as an increased awareness of LPBF and the work that we are doing to help these issues. Measureable short-term goals would be to increase volunteer recruitment to restoration activities, measured by increase in volunteers and interest in volunteers. In addition, internally, the member impact would be more efficient data collection, entry and processing which allows us to distribute results and findings to the public in a shorter time period so that important scientific conclusions are inserted into the public discourse. Long-term goals is a more engaged community. The member could especially help with ideas on how to engage a young demographic (their demographic) as our biggest membership and engagement is currently with older demographics. A measureable goal would be an increase in volunteer participation and coastal land loss awareness by younger demographics.

Essential Functions:

- Field work for scientific data collection in the marsh or swamp to promote scientific activities on social media and to formulate print materials such as fact sheets
- Promote, recruit and attend volunteer activities
- Communicate science to public through a variety of venues
- Increase awareness of coastal science conducted by LPBF through social media, etc.

Required Knowledge, Skills, and Abilities:

- Experience with Microsoft Office Suite (Word, Excel, Powerpoint)
- Experience with Adobe
- Willingness to conduct field work and work outside under inclement conditions (hot, in the marsh or swamp)
- Ability to work long hours in the field
- Able to lift 50 lbs
- Suitable oral and written communication skills
- Communicate effectively with all parties
- Ability to stay organized, multitask and be efficient
- Experience using social media
- Be adaptable
- Ability to work effectively in a team environment

Required Academic Qualifications:

- Bachelor's Degree in any field of study (science background strongly preferred).