AmeriCorps Member Position Description

Member Position / Title: Water Quality (WQ) Technology Coordinator

# of Member Slots in this Position: 1

Member Immediate Supervisor: Brady Skaggs, PhD

Days / Hours of Service: Business hours are Monday – Friday (8 hours a day, exact schedule can be of member's choosing). Some Saturdays may be required. If this occurs, the member will be given a week day off prior or following the Saturday.

Member Immediate Supervisor Title: Water Quality Program Director

Partner Organization Name: Pontchartrain Conservancy - 3501 N. Causeway Blvd., Suite 220 Metairie, LA 70002

Website: www.scienceforourcoast.org

Organization/Agency Mission and/or Goals:

Pontchartrain Conservancy's mission is to drive environmental sustainability and stewardship through scientific research, education, and advocacy.

The Pontchartrain Conservancy is a 501(c)(3) non-profit organization consisting of a 14-member board of directors representing Basin parishes and regulatory agencies.

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 focus of the Water Quality (WQ) Program is to enhance one of the region's best assets by monitoring water quality, tracing sources of pollution, assisting in the correction of failing wastewater systems, and by advocating for innovations in and implementation of green infrastructure and watershed management. Scientific research, education, and advocacy are the cornerstones of the department's work, implemented through its three focus areas: Wastewater Technical Assistance Program, The Basin Pollution Source Tracking Program, and Basin Monitoring Program.

Community Need:

This role will assist the improvement of monitoring measures, as LBPF catalyzes the removal of waterways from the impaired lists and expands measurement capacities and analytical techniques. By understanding the water quality science conducted at PC, 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 data we collect guides how PC advocates 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. This opportunity is intended to revise processes in an emerging field of science.

Member Position Summary:

Pontchartrain Conservancy is looking to place a Technology Coordinator (WQ) in this department to develop web and technology applications. Specifically, the position looks to build capacity in our project work. The applicant would be asked to build data collection and organization systems for continuing our mission. The Technology Coordinator will work with various project team members to understand the workflow and data management.

Member Impact:

The member impact would be to facilitate increased awareness of water quality and environmental issues affecting the Greater New Orleans Region, as well as an increased awareness of PC and the successes of the organization to address these issues. Measurable short-term goals would be to assist in the development of health and safety procedures for the entire organization, procedures, and documentation. Measurable goals would include development and implementation of each procedure, completion of water quality data management systems, and building data exchange portals for use across the organization.

The member would meet the growing community need of environmental stewardship. By understanding the science conducted at PC, 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 focus of the Water Quality Program is to enhance one of the region's best assets by monitoring water quality, tracing sources of pollution, assisting in the correction of failing wastewater systems, and by advocating for innovations in and implementation of green infrastructure and watershed management. Scientific research, education, and advocacy are the cornerstones of the department's work, implemented through its three focus areas: Wastewater Technical Assistance Program, The Basin Pollution Source Tracking Program, and Basin Monitoring Program. Our goals with this new member is to empower the next generation of innovative thinkers, particularly those who may be socioeconomically disadvantaged and have limited exposure to available options for careers in STEM.

Essential Functions of Position:

Specific tasks that will occur throughout the member's term include:

- Website design
- Assistance in health and safety plan development and implementation
- Development of Standard Operating Procedures, results and reporting documentation, and Quality Assurance/Quality Control (QA/QC) documentation for the sampling and analysis of algae and coliphage water quality indicators;
- Assisting the WQ Program Director or an PC educator in an ongoing project built on Citizen Science: the member will be asked assist in building project data management systems (project examples include wastewater system inspection & quantification of plastics and algae by citizen participants);

- Water sample collection from water quality sites utilized in the Basin Wide Monitoring Program (microbiological samples, as well as water temperature, turbidity, salinity, conductivity, and dissolved oxygen are collected in situ); and
- Development of promotional materials for initiatives within the WQ program. The member would gain experience in developing print and electronic promotional items, the scientific data collection process and the scientific method.

These tasks will be completed over the 11 months, and not all tasks listed above will be worked on every day/week.

Required Knowledge, Skills, and Abilities:

The member can receive most of the training on the job. All scientific data collection techniques will be taught in situ by team members of the water quality program for these activities, learning in the field is best. 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.

While not all skills and abilities are required, the following skill sets are suggested for a competitive placement within this position:

- Experience with Microsoft Office Suite (Word, Excel, Powerpoint);
- Experience building webpages and webforms;
- Experience with Adobe or other illustrator programs;
- Ability to code or program;
- Willingness and capability to conduct field work, where conditions may include inclement weather (high heat and humidity, possible exposure to insect bites and sun);
- Ability 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;
- Willingness to be adaptable; and
- Ability to work effectively in a team environment.

Required Academic and Experience Qualifications:

Undergraduate degree in Science (Biology, Geology, or Environmental Science, Computer Science focus preferred)