



AmeriCorps Member Position Description



Member Position / Title: Tree Nursery Program Developer and Volunteer Coordinator

Member Immediate Supervisor: Shelby Barrett

Days / Hours of Service: 40 Hours/week, generally Monday - Friday, occasional Saturdays

Member Immediate Supervisor Title: Swamp Restoration Coordinator/Coastal Scientist

Partner Organization Name: Pontchartrain Conservancy

Address: 2045 Lakeshore Drive

City: New Orleans, LA **Zip Code:** 70122

Website: scienceforourcoast.org

Organization/Agency Mission and/or Goals:

The Coastal Sustainability Program was established in 2005. The goals of the program is to conduct scientific investigation into coastal issues in the Pontchartrain Basin, to inform advocacy for coastal restoration initiatives, and 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. The Coastal Sustainability Program conducts many projects around the basin, including scientific studies, restoration projects and long-term analysis. The development of our Hydrocoast Maps provides a bi-weekly snapshot of conditions across the basin.

Additionally, Pontchartrain Conservancy partners with many agencies, NGOs and universities to study, plan and implement projects that protect all of our citizens from future storms and to keep our coastal region economically and culturally sustainable for the future.

Member Position Summary:

The member would be a program developer for our swamp tree nursery and volunteer coordinator for our coastal restoration volunteer opportunities, which includes our swamp restoration plantings. This would include being involved in all aspects of the establishment of the swamp tree nursery, as well as 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. We typically have between 6 – 10 volunteer plantings each season (October – March, weather contingent). These events usually have 15 – 40 volunteers, are time- and labor-intensive, and logistically challenging.

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 to 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 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.

Member Impact:

The member would meet the community need of environmental stewardship. By understanding the coastal science conducted at Pontchartrain Conservancy, 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. 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. Pontchartrain Conservancy 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 collect guides us as to 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.

Essential Functions of Position:

- Lead development of swamp tree nursery volunteer program
- Establish nursery management schedule and protocols
- Schedule, promote, recruit, and attend volunteer activities
- Increase awareness of coastal science conducted by Pontchartrain Conservancy by communicating science to public through various platforms
- Assist in field work and scientific data collection to understand and promote scientific activities to public including through the generation of print materials, such as fact sheets and blog posts

Required Knowledge, Skills, and Abilities

- Experience with Microsoft Office Suite (Word, Excel, Powerpoint)
- Experience with Adobe Acrobat/Pro
- Ability to communicate effectively with partners, volunteers, and fellow team members
- Ability to stay organized and work independently
- Experience using social media
- Be adaptable to changes in schedule and tasks for the day
- Ability to work effectively in a team environment
- Willingness to conduct field work and work outside under inclement weather conditions (i.e. hot, irregular walking, marsh or swamp accessible by boat only)
- Ability to work long hours outdoors
- Able to lift 50 lbs
- Suitable written and oral communication skills

Required Academic and Experience Qualifications:

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

Required Transportation Needs:

Pontchartrain Conservancy does have work vehicles available for travel to and from field locations. It is possible to travel around the Greater New Orleans Area to and from the office via bicycle or public transportation. However, our office is not near any residential areas, and commute via bike and/or public transportation may be difficult.