



Habitat Restoration and Education Coordinator

1 Full Time AmeriCorps Position Available - Submissions due December 9, 2011

Position Title: Service Corps Habitat Restoration and Education Coordinator

Host Site: Buffalo Niagara Riverkeeper, Buffalo NY

Work Schedule: Full Time - M-F 8:30 - 4:30 during winter season and some evening and weekends, especially in the spring and summer. The AmeriCorps contract is a one year term of service starting January 5- December 31, 2012. Start date in January is preferable.

Organization Summary:

Since 1989, Buffalo Niagara Riverkeeper has worked towards the protection and restoration of the Buffalo and Niagara Rivers and their tributaries. Riverkeeper's Ecological Programs team focuses on providing residents of the region with opportunities to increase their awareness about water pollution issues and actively participate in the restoration of the rivers.

Position Summary:

Assist the Ecological Program Team (Eco Team) with habitat restoration and educational outreach support of a variety of environmental issues related to the Buffalo and Niagara Rivers.

Essential Functions:

RIVERKEEPER is seeking an individual to assist with several tasks related to ongoing and future habitat restoration and water quality management efforts. Specific tasks include, but are not limited to:

- Assist in compiling information relating to municipal waterfront revitalization plans, comprehensive plans, and ongoing municipal conservation efforts to support the Niagara Habitat Conservation Strategy;
- Review and provide comments on environmental permit renewals and restoration projects;
- Assist in implementation of a forest buffer restoration project.
- Recruitment and organization of volunteers for invasive species removal initiatives, site monitoring, and general invasive species control needs as they arise;
- General assistance and support for ongoing and future eco team grant project efforts as needs arise.

Proficiencies/Critical Skills:

1. Organizational Skills
2. Excellent written and verbal skills
3. Personal dedication to environmental protection
4. Ability to interact and work with individuals from diverse backgrounds
5. Creativity, flexibility, strong collaborative skills and passion
6. Ability to work weekends and evenings
7. Ability to lift 35 pounds
8. Transportation required
9. Must be computer literate and have a working knowledge of Microsoft Office Suite, particularly Excel, **GIS Experience is a plus**
10. Experience volunteering or managing volunteers
11. Must be able to multitask, and work independently
12. Knowledge of ecological sciences
13. Knowledge of first aid is a plus



Minimum Requirements/Qualifications

Must have BS or BA degree

Must be a U.S. Citizen, national or lawful permanent resident alien

- Able to provide the following documentation: birth certification, driver's license or state photo ID, social security card and high school diploma or college degree
- Must undergo a national criminal history check ***REQUIRED***

Experience/Education: Required BA or BS in scientific or natural resources field - such as environmental science, natural resources management, biology, ecology, geography, geology, etc. Additional work or internship experience is a plus

CANDIDATE QUALIFICATIONS:

- U.S. Citizen and 17-25 years of age (18-30 years of age for host site members)
- Willing and able to participate in physical labor of various degrees for service projects
- Education, skills and availability will depend on each individual host site requirements.

BENEFITS:

- Education Award offered upon completion of term: half time- \$2,675.00; full time - \$5350.00
- Bi-weekly living stipend of \$453.00 before taxes
- Pre-Collegiate classes available at ECC at no cost
- Loan Forbearance during term of service, provided they are not in default
- Health care insurance and Child Care available if eligible

ADDITIONAL NOTES:

- Members are allowed to have another job or attend school during this term
- Must sign a contract committing to serve as a THE SERVICE COLLABORATIVE OF WNY, INC. member placed with the host site location during their term of service.
- Upon successful completion of the term, the member is eligible, but not guaranteed to re-enroll as a member with the site or THE SERVICE COLLABORATIVE OF WNY, INC.
- All THE SERVICE COLLABORATIVE OF WNY, INC procedures and policies apply.

Application Procedure: Please send a cover letter and resume by Friday, December 9. For more information please contact *Emily McAndrews* at emcandrews@bnriverkeeper.org. **NO PHONE CALLS PLEASE!** www.bnriverkeeper.org