

AMERICORPS PROJECT CONSERVE MEMBER SERVICE DESCRIPTION

September 1, 2010 – July 31, 2011 Service Year

- Position Title:** AmeriCorps Stewardship Member Member, 40 hours/week, M-F, typically 9am-5pm (daily schedule will vary with field work); 3 – 5 night and weekend scheduled events each year.
- Host Site's Name:** Southern Appalachian Highlands Conservancy (SAHC),
34 Wall Street, Suite 502, Asheville, NC 28801, www.appalachian.org
- Site Supervisor:** Hanni Muerdter, Stewardship and Conservation Planning Director,
hanni@appalachian.org, phone 828-253-0095 fax 828-253-1248

Southern Appalachian Highlands Conservancy's Mission Statement:

The mission of the Southern Appalachian Highlands Conservancy is to conserve the unique plant and animal habitat, clean water, and scenic beauty of the mountains of western NC and east TN for the benefit of present and future generations. We achieve this by forging and maintaining long-term conservation relationships with private landowners, owning and managing land and encouraging strong, healthy local communities. The AmeriCorps Stewardship Member's service will be instrumental in managing and completing stewardship obligations for our conservation properties.

Main purpose of this position:

The purpose for this position is to assist the Stewardship & Conservation Planning Director with our annual monitoring visits for all conservation easements; to help actively manage the properties that the organization owns; to assist in baseline documentation report creation; and to help maintain positive relationships with landowners. In addition, it is SAHC's goal to provide the Member with many professional development and networking opportunities.

General Summary:

The Stewardship Member will:

- Accompany SAHC staff on physically strenuous annual monitoring visits to conservation easement properties (over 25,000 acres and 90 properties of easement land throughout our 9 county service area), and then follow up with a written report, photo documentation, and necessary mapping;
- Assist in Baseline Documentation Report & management plan creation, including: field work, assess properties for management recommendations, mapping, & research/review of regional conservation planning documents & tools;
- Utilize GIS tools to perform mapping and analysis for strategic conservation planning, site visits, management plans, and conservation project implementation;
- Recruit, coordinate, and supervise volunteers for (1) management projects, (2) monitoring visits & field work, (3) SAHC's Adopt-A-Property Program, and (4) office work;
- Research for & create bi-annual stewardship newsletters & stewardship information resources for landowners;
- Gain field skills which include natural resource assessments and GPS-GIS mapping tools;
- Work systematically to maintain the organization's stewardship records;
- Help prepare materials for review by SAHC's Land Management Committee and Board;
- Gain knowledge about techniques for talking with landowners and the general public about land conservation in this region and help prepare materials for community outreach and presentations;
- Have the opportunity to network with a variety of conservation partners including other land trusts, local, state, and federal governmental agencies, and other for-profit and non-profit groups working in the conservation field;
- Work and collaborate with other SAHC staff, SAHC interns, SAHC AmeriCorps interns, and SAHC Land Management Committee members in performing a variety of the above tasks.
- Assist in other Lands Program and Conservancy activities as assigned.

Special conditions of service (if any): All members will participate in AmeriCorps Project Conserve sponsored events, service days, and training days. Training days will require a minimum of two overnight stays.

Knowledge, Skills, Abilities & Qualifications:

- Degree or background in natural resource mgmt, environmental sciences, natural sciences, GIS, or Geography.
- Willingness to work long hours off-trail in the field in sometimes adverse conditions.
- Skilled in the basics of ArcView 9 GIS mapping software.
- Good written and verbal communication skills and comfortable working on PC.
- Experience conducting natural resource assessments (especially plant, wildlife, and natural community type inventories) in field desired.
- GPS/Microsoft Publisher/Microsoft Excel/database/field experience a plus, will train right candidate.
- Must have personal vehicle to use for SAHC related work
- Must be willing and capable of physical work throughout the year.
- An eligible member must be 18 years of age and have documentation of citizenship / naturalization / resident alien status. Driver's license required.