



**Conservation Project and Outreach Assistant
Internship Announcement
Wood River Land Trust
Hailey, ID
September 2010**

Wood River Land Trust protects and restores land, water, and wildlife habitat in the Wood River Valley and its surrounding areas. We seek one (1) individual to join a team of energetic conservationists in protecting and restoring the Big Wood River and mobilizing volunteers. The individual will work on river restoration projects, identifying and recruiting volunteers and educating the community about Wood River Land Trust's conservation programs. 50% of the position will focus on baseline data collection and coordinating volunteers to collect the data to support a specific river restoration project, 30% of the position will focus on time on conducting outreach activities and events to educate the public on environmental issues, 20% of the position will focus on stewardship activities on protected and restored properties and administrative duties to support the position. This position offers the opportunity to learn about natural resource protection and restoration projects and public education and outreach in a fast-paced, hands-on setting. The internship is an 11 month AmeriCorps Individual Placement position.

GENERAL RESPONSIBILITIES:

Conservation Projects (50%)

- Assist staff in building partnerships among local organizations, governments and businesses to protect water resources.
- Collaborate with staff in planning and execution of natural resource restoration projects.
- Assist staff in acquiring habitat data to support a specific river restoration project.
- Solicit donation of project materials and recruit volunteers as necessary.

Educational Outreach (30%)

- Conduct community outreach activities to engage community members in restoration project implementation and resource conservation issues.
- Collaborate with staff to research volunteer needs and develop volunteer position descriptions.
- Assist staff in membership event coordination and implementation.

Additional Responsibilities (20%)

- Assist staff in non-chemical weed control and other stewardship activities on protected properties and project site
- Application of herbicides.
- Assist with general office duties related to position (mailings, filing, e-mail, phone call reminders).
- Complete and submit all necessary PCEI/AmeriCorps paperwork and reports in a timely manner.

- Attend and complete all PCEI/AmeriCorps training and service requirements including orientation, training's, team meetings and national service days.
- Wear a PCEI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

REQUIREMENTS:

- The position requires some physical, outdoor labor.
- A valid driver's license and good driving record are required.
- Drive personal vehicle (with mileage reimbursement) in some instances.
- The flexibility to work on some evenings/weekend and to travel to meetings in the region.
- A writing sample is required to apply.
- Communicate and interact in a professional manner with project partners, volunteers and the public.
- A willingness to ask questions for clarification and job completion.
- 18 years of age or older, at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
- Ability to commit to the full term of service for which you are applying.
- Must successfully pass a criminal history background check provided through PCEI.
- Regular and reliable attendance.
- Have not previously served two terms in an AmeriCorps*State or National program. Members may serve up to three terms in a National Service Program, but only two terms may be within an AmeriCorps*State or National program. Members are only eligible for an education award for their first two terms of service, regardless of the type of term (full or part-time) and regardless of the successful completion of that term.

PREFERRED QUALIFICATIONS:

- Excellent communication and organizational skills.
- Ability to work with people in groups and individuals.
- A strong commitment to Wood River Land Trust's conservation goals.

MEMBER BENEFITS INCLUDE:

- Free housing is provided for the term of service.
- Use of a vehicle for travel, as available.
- Training and mentoring in public speaking and volunteer recruitment.
- Taxable, monthly living allowance (before taxes, approximately \$1072). (\$11,800 annually upon completion of entire term of service.)
- Upon successful completion of a term of service, eligible members receive an education award of \$5,350. The education award can be used to repay qualified student loans or for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.

- Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
- Basic medical insurance (covers members only, not dependents; vision and dental not included).
- Child care allowance for those who qualify.
- Professional development, trainings and networking opportunities.
- Reimbursement of up to \$65 for First Aid/CPR Certification

TRANSPORTATION INFORMATION:

- Organizational vehicle is available for service activities.
- Member is covered by organization's vehicle insurance policy.

Start date is September 8, 2009.

TO APPLY, SUBMIT RESUME, COVER LETTER, A WRITING SAMPLE AND 2 WRITTEN REFERENCES TO:

Kathryn Goldman
 Wood River Land Trust
 119 E. Bullion St.
 Hailey, Idaho 83333
 Or via email: kgoldman@woodriverlandtrust.org.

FOR MORE INFORMATION ON AMERICORPS CONTACT:

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Palouse-Clearwater
 Environmental Institute