



## Environmental Restoration AmeriCorps Member

**Job Title:** Environmental Restoration Assistant  
**Position Location:** Mill Creek Alliance (MCA), 1223 Jefferson Avenue, Cincinnati, Ohio 45215  
**Reports To:** Bennett Kottler, Project Director  
**Position Duration:** Begins September 3, 2024, and ends July 30, 2025. Requires a minimum of 1,700 hours of service over the service period.

### Benefits:

The member will receive a stipend of up to \$22,253 over the course of eleven months. Each bi-weekly stipend will be paid in the amount of \$927.21 before taxes. If the term of service is completed successfully, the member may be eligible for a Segal AmeriCorps Education Award of \$7,395. Full-time members have access to healthcare and childcare and may be eligible for SNAP benefits. The member will not be an employee of Mill Creek Alliance and is not entitled to any of the benefits or compensation Mill Creek Alliance provides to its employees. Housing is not available.

### About ORBCorps:

The Ohio River Basin AmeriCorps (ORBCorps) program has been formed to address the issue of poor water quality in Southwest Ohio. Residents are often unaware of our poor water quality and once informed are not really sure how they themselves can have any effect on the problem and the potential solutions. Introducing AmeriCorps members to this area will help expand the education, outreach and data collection efforts to continue to push for cleaner water and better educated residents. At the same time, it will help AmeriCorps members develop skills that will prepare them for employment as a natural resource or water quality professional.

### Overview:

Mill Creek Alliance (MCA) is a 501(c)(3) nonprofit with a long history of restoration, education and recreation programs in the Mill Creek Watershed. The Mill Creek Watershed encompasses 166 square miles and 37 political jurisdictions in Greater Cincinnati which are home to more than 450,000 people. MCA's mission is to champion the resurgence of the Mill Creek Watershed as a natural and community asset. We envision the watershed as a healthy ecosystem where people and communities can thrive. OUR WORK FOCUSES ON RESTORATION, EDUCATION, AND RECREATION.

AmeriCorps, a federal agency, brings people together to tackle the country's most pressing challenges, through national service and volunteering. AmeriCorps members and AmeriCorps Seniors volunteers serve with organizations dedicated to the improvement of communities. AmeriCorps helps make service to others a cornerstone of our national culture. Learn more at [AmeriCorps.gov](http://AmeriCorps.gov).

### Purpose:

The duties and responsibilities of the AmeriCorps member serving in the role of Environmental Restoration Assistant will be to provide ongoing support of current environmental restoration projects

the Mill Creek Alliance oversees. The ideal candidate is an active learner who is creative, curious and eager to be a part of the solution and support watershed communities.

**Essential Position Responsibilities:**

- Creating maps, tables, figures and explanatory text for the public and the Ohio Environmental Protection Agency
- Analyzing environmental data with MS Excel spreadsheets
- Conducting oral and written research and interacting with technical staff of city, county and state agencies
- GIS-based mapping for watershed planning and environmental projects
- Supporting engineering design, evaluation, bidding and financial record keeping
- Participating in field surveys of potential projects in developed and natural settings
- Conduct field work and lead volunteers in restoration work including Removing honeysuckle, and planting native plants
- Develop educational materials for presentation to groups and for digital and print media
- Assist other staff and lead as appropriate, with the planning and implementation of special events as needed, including educational field days and workshops, streamside litter cleanups, Mill Creek Yacht Club paddling trips, volunteer appreciation events and other events
- Supporting environmental education and service-learning programs
- Enhance skills and knowledge applicable to position through participation in related workshops, conferences, and training
- Additional activities that fall within the goals of the program may be assigned with approval of the member, site supervisor and ORBCorps staff

**AmeriCorps Responsibilities:**

- Mid-term and final performance evaluations conducted by supervisor
- Biweekly timesheets
- Member Service Plan for tracking achieved goals
- Member surveys and exit survey.

**Training:** Mill Creek Alliance will provide the necessary training and oversight to allow the AmeriCorps member to successfully perform all aspects of this position. Additionally, the AmeriCorps member will receive monthly programmatic training on a variety of conservation topics. Training content may include, but is not limited to, first aid, CPR, volunteer engagement, native species planting techniques, facilitating public involvement, environmental education, minimum control measures and land management as well as Soil and Water Conservation District area meetings/projects.

**Experience/Education:** High school diploma or GED equivalent. Bachelor's degree in a natural resources or science-related field preferred.

**Qualifying Skills and Abilities:**

- Must possess a high school diploma or GED. Bachelor's degree in a natural resources, environmental engineering/planning or science-related field preferred
- Computer skills with Microsoft Office Suite, Adobe Acrobat, and Google Workspace. ArcGIS skills are strongly preferred
- Must be comfortable working outside in inclement weather conditions, over uneven terrain with possible exposure to various insects, plants and animals

- Work well within a team: respect and support initiatives of others; communicate in a timely and candid manner with team members and supervisors
- Must be able to load items weighing up to 50 pounds
- Excellent verbal and written communication skills
- Ability to work independently as needed
- Ability to work remotely and on-site
- Flexible and positive attitude
- Very well organized. Ability to manage multiple simultaneous tasks
- Ability to work occasional evenings and weekends
- A valid Ohio driver's license, insurance and a good driving record are required. Access to reliable transportation is a must
- Must successfully pass a comprehensive background and criminal investigation check

**Service Schedule:**

Daily hours for the Environmental Restoration AmeriCorps member will be 8:00 a.m. - 12:00 noon and 12:30 p.m. - 4:30 p.m. Monday through Friday for a total of 40 hours a week. Some weeknight and weekend hours may be required.

**To Apply:** go to <http://www.hcswcd.org/orbcorps-info.html>. There you can upload a cover letter, resume/CV and 3 references.

Hamilton County Conservation District is an equal opportunity employer. All applicants will be considered for service without attention to race, color, religion, sex, sexual orientation, gender identity, national origin, veteran, or disability status.