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Project GEOS: Growing Environmental Opportunities through Service

Position Description: Coastal Federation

Host site name (your organization)	N.C. Coastal Federation
Host site address (street, city, zip)	3609 N.C. 24 Newport, NC 28570
Host site county	Dare, Carteret, New Hanover
Host organization website (if applicable)	www.nccoast.org
Site supervisor name	Sara J. Hallas, Rachel Bisesi, Ted Wilgis
Site supervisor title/role	Education Coordinators
Site supervisor phone	252-393-8185
Site supervisor email	sarajh@nccoast.org ; rachelb@nccoast.org tedw@nccoast.org
Name of person completing this form	Todd Miller
Title/role of person completing this form	Executive Director
Email of person completing this form	Toddm@nccoast.org

Mission Statement of your program/division/organization

The N.C. Coastal Federation is the state's only non-profit organization focused exclusively on protecting and restoring the coast of North Carolina through education, advocacy and habitat preservation and restoration. Since its founding in 1982, the federation has worked with citizens to safeguard the state's coastal rivers, creeks, sounds and beaches and has protected or restored more than 50,000 acres along the state's coast. The Federation's mission is to provide people and groups with the assistance needed to take an active role in the stewardship of North Carolina's coastal water quality and natural resources.

The purpose of the position (250 words or less)

The AmeriCorps member will work as part of each regional office team to implement coastal education and community engagement activities to support habitat restoration and water quality initiatives. The member will assist in the design and implementation of classroom and field activities for the education program focused that are geared to engage students, teachers and community members from underserved audiences. The member will work with the regional Coastal Education Coordinators to establish and strengthen existing and new partnerships with organizations working with underserved communities. These include River City Community Development Corporation YouthBuild; DREAMS of Wilmington; Communities in Schools; N.C Society of Hispanic Professionals and local Boys and Girls Clubs. The member will assist in the Federation's effort to design and carry-out proactive programs to facilitate community service, and educate students and their families from these audiences; including mentoring students. The member will also work to implement regional strategies to engage community members in the federation's habitat restoration and water quality initiatives. This will include reaching targeted audiences in a highly professional and effective manner through public events. The member will also work with regional staff to engage the public in visiting and maintaining the Federation's preserves and partners' (Hammocks Beach, Jockey's Ridge, and Carolina Beach State Parks; Cape Lookout National Seashore) parks. The member will assist with volunteer management and recruitment in each region. This will include corresponding with existing and prospective volunteers; organizing and participating in volunteer and outreach events; and promoting the events and the importance of coastal habitats.

Position responsibilities and duties (250 words or less)

- Work with schools, educators and students from the region in the federation's educational and habitat stewardship programs
- Develop and implement education activities and materials for underserved audiences focused on coastal habitat restoration for use by teachers and federation educators in the classroom and in the field
- Prepare and deliver classroom lessons and field activities to teachers and students
- Identify, contact and recruit new volunteers and volunteer groups (service groups, corporations, local businesses) to assist with habitat restoration and water quality protection projects
- Help coordinate volunteer involvement in projects: provide volunteers with event information; coordinate event materials and volunteer supplies; and attend events and engage volunteers
- Develop and implement a regional strategy to engage the community, with a focus on underserved communities, in habitat restoration and water quality protection projects
- Organize and participate in effective public events and workshops focused on habitat restoration and water quality protection projects
- Utilize community outreach and engagement; social media tools; community calendars; web postings and community partnerships (i.e. Communities in Schools; River City Youth Build; Boys and Girls Clubs; Military Installations) to encourage participation from a diversity of communities in habitat restoration and water quality protection projects
- Participate in restoration work days, and assist with project planning, implementation,

and monitoring

- Assist staff with recording participation in programs, evaluating programs, and reporting data and outcomes from programs

Qualifications (knowledge, skills, and abilities required for the job)

- Currently or previously enrolled in an accredited College/University; with or working towards a degree in Environmental Studies, Environmental Science, Marine Science, Parks and Recreation, Natural Resource Management, Public Administration, Education, or Communication Studies; or equivalent experience.
- Highly motivated with good oral and written communication skills and the ability to multi-task and work independently
- Excellent teaching and group learning skills
- Able to communicate well with a diverse audience
- Ability to research new developments in education and incorporate them into the education program
- Understands and/or willingness to learn about issues affecting coastal North Carolina and incorporates these into outreach and education programs
- Able to use social media tools and outlets to professionally and effectively communicate the Federation's work and events to diverse communities
- Skilled in the use of Microsoft Office, on-line research, website management, etc.

Essential Functions/physical demands

- Ability to lift 40 pounds; work in adverse weather conditions; undertake physically demanding tasks
- Strong personal environmental ethic
- Valid driver's license is required and must meet NC DMV standards

Preferred schedule

Monday through Friday 8:30am - 5:00pm; with occasional evening programs and weekend volunteer events.