



## Legacy Land Conservancy Huron Pines AmeriCorps Position Description

**POSITION TITLE:** Preserve Stewardship Technician  
**PRIMARY SERVICE LOCATION:** Ann Arbor, Michigan  
**RESPONSIBLE TO:** Kyler Moran, Preserve Stewardship Manager

Legacy Land Conservancy is an accredited land conservancy founded in 1971 to protect the forests, fields, wetlands, and rivers of southern Michigan. Serving Washtenaw, Lenawee, and Jackson counties, Legacy’s mission is to secure for current and future generations a land base for nature, agriculture, freshwater, and recreation today and forever. Legacy has protected almost 10,000 acres of land across southern Michigan and manages seven publicly accessible nature preserves totaling over 300 acres. Our preserves are an integral part of our organization’s conservation efforts. These publicly accessible spaces help connect our community to the natural world. As the COVID-19 pandemic hit, we saw the health, social, mental, and spiritual benefits of these public spaces in real time as our preserve usage increased two-fold in 2020. Fresh, clean air and a space to socialize safely is imperative for our community’s mental and physical health.

We are seeking a Preserve Stewardship Technician to both assist in the on-the-ground management of our preserves, and to help bridge the gap between the natural world and the communities that enjoy it. Our ideal candidate is a strong communicator and multi-tasker with a natural resources background and knowledge of invasive species identification and/or management techniques. Preference will be given to candidates with exceptional verbal and written communication skills and experience with fieldwork and conservation projects.

Legacy is committed to fostering a culture of diversity, equity, and inclusion. We embrace people from all backgrounds, experiences, and viewpoints because we value the collective sum of our individual differences, unique capabilities, and talents. We encourage and support our AmeriCorps members’ differences in age, race, color, ability, ethnicity, family or marital status, sexual orientation, gender identity or expression, language, national origin, political affiliation, socioeconomic status, veteran status, and any other characteristics that help make Legacy’s culture unique.

### **SCOPE AND PURPOSE OF SERVICE:**

The Preserve Stewardship Technician will be involved in a variety of projects to augment the health of Legacy’s seven publicly accessible nature preserves. The Preserve Stewardship Technician will join the Preserve Stewardship Manager in the stewardship and management of Legacy’s nature preserves through tasks such as invasive species treatment and removal, preserve infrastructure construction and maintenance, sign installation, data collection and reporting. Additionally, the Preserve Stewardship Technician will be responsible for recruiting volunteers, planning and implementing volunteer work days and outdoor educational programming. They will represent Legacy at events and partner gatherings, as well as contribute to management plans, baseline document reports, and public communications.

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### POSITION DUTIES AND RESPONSIBILITIES:

#### Preserve Stewardship

- Coordinate and implement invasive species control throughout Legacy's seven preserves
- Collect field data including GPS points and detailed records of stewardship activities, report data into landscape database, and daily activity logs
- Engage in proper use and maintenance of stewardship tools and equipment, including herbicide equipment, hand tools, chainsaws, tablets, and vehicles
- Construct, install, and maintain preserve infrastructures such as signs, boardwalks, and trails

#### Volunteer Coordination, Education and Outreach

- Develop educational and interpretive materials for Legacy's preserves
- Assist with recruitment and coordination of volunteers
- Plan, coordinate, promote, and host recurring volunteer workdays
- Represent Legacy at partner events and gatherings
- Engage preserve users and small groups by hosting hikes and events
- Orientation and training of individual stewardship volunteers as time allows
- Coordinate communications around preserve events and volunteers
- Log volunteer hours and projects in Legacy's databases

#### Land Conservancy Programs

- Join Easement Stewardship Coordinator for the annual monitoring of conservation easements as needed
- Update preserve management plans and conservation easement baseline document reports

### PROGRAM REQUIREMENTS:

- Prepare and submit 2-week schedules, timesheets and mileage reimbursement forms
- Conduct at least 2 presentations to community groups about Huron Pines AmeriCorps
- Engage at least 30 volunteers in conservation activities
- Submit 4 "Great Stories"
- Track program activities through the submission of monthly report
- Provide regular project updates and photos for the website
- Represent yourself as a Huron Pines AmeriCorps member at all times
- Attend required trainings provided by the AmeriCorps Coordinator

### QUALIFICATIONS:

- ✓ Seeking or in possession of a Bachelor's degree or equivalent training/experience.
- ✓ Computer efficiency (typing, email, word processing, excel)

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## Huron Pines AmeriCorps

4241 Old US 27 South  
Suite 2, Gaylord, MI 49735  
(989) 448-2293  
[huronpines.org/ameriCorps](http://huronpines.org/ameriCorps)



- ✓ Ability to pass a background check\*
- ✓ U.S. citizen, national, or lawful permanent resident alien
- ✓ Already has, or is willing to attain a commercial pesticide applicator license
- ✓ Commitment to conserving the forests, lakes, and streams of Southeast Michigan

On occasion, service will be required at an off-site location. Use of a personal vehicle will be required to perform duties (mileage will be reimbursed). This is a 40 hour per week position and runs from January 11-November 17, 2023. Benefits include a \$16,502 living stipend, health insurance, 6,495 education award and student loan deferment (if requested) and exclusive recreational offerings.

Applications and directions are available at [www.huronpines.org/ameriCorps](http://www.huronpines.org/ameriCorps) and will be accepted until Friday, October 7<sup>th</sup>. Please check the website for possible recruitment deadline extensions.

**Reasonable accommodations:** If you need to make a request for a reasonable accommodation, due to a disability, such as obtain materials in a format that works for you or to fully participate in the application process, please contact Amanda Vanaman, AmeriCorps Coordinator at (231) 340-1146 x30 or [amanda@huronpines.org](mailto:amanda@huronpines.org).

\*Registered sex offenders are not eligible for AmeriCorps positions.

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