



# AmeriCorps Project Conserve 2021 – 2022 Service Description



**AmeriCorps Position Title:** Community Forestry Coordinator  
**Host Site:** Asheville GreenWorks

**Service Term:** September 1st, 2021 – July 31, 2022

**Supervisor Name:** Eric Bradford  
**Supervisor Title:** Director of Operations  
**Supervisor E-mail:** eric@ashevillegreenworks.org

**Physical Address:** 2 Sulphur Springs Road, Asheville, NC 28806  
**Mailing Address (if different):** N/A

**Phone:** 828-254-1776  
**Website:** www.ashevillegreenworks.org

### **Host Site Mission Statement:**

Established in 1973, Asheville GreenWorks inspires, equips and mobilizes individuals and communities to take action to care for the places we love to live. With thousands of volunteers, we engage the community in grassroots projects such as urban forestry, environmental cleanups, anti-litter and waste reduction education, creation of green spaces, care and preservation of Asheville's rivers and trees.

### **Summary of Position:**

Protect Asheville's disappearing urban forest through education, outreach and action. From 2008 to 2018 Asheville lost 900 acres of forest to development. Lead an army of volunteers to reforest our city with native fruit and shade trees. Foster and coordinate new concepts for urban forestry programming themes. Support the development of tree protection ordinances. Plant trees that will cool down, cleanup and protect our urban forest.

### **Qualifications, Knowledge, Skills, Certificates and Abilities:**

- Bachelor's: (Environmental discipline preferred) Urban planning, forestry
- Experience leading volunteers
- Plant ID & Planting knowledge
- Experience with public speaking
- Willingness to protect and advocate for the environment
- Excellent interpersonal and organizational skills
- Must be outgoing, energetic, and love to work outside
- Social media savvy
- Self motivated
- Valid Driver's license
- Competent computer skills
- Eligible applicants must be at least 18 years of age, be a citizen, national, or lawful permanent resident alien of the United States, and consent to a criminal history check.

**Preferred Service Hours / Weekly Schedule:**

40 hours, flexible scheduling, some weekends.

**Position Responsibilities and Duties:****Conservation Education: 25%**

- Lead workshops i.e.: tree protection, care, pruning, and planting
- Peer to peer training activities
- Urban forest best practices
- Tree ID and protection

**At-Risk Ecosystem Impacts and Trails: 50%**

- Manage native plant nursery and live stake nursery
- Organize tree plantings and pollinator gardens
- Oversee our eight community orchards and the Food Tree Project
- Train and supervise volunteer community members through the TreeKeeper program
- Manage the Adopt a Spot program
- Work with the City of Asheville's Arborist and Urban Forester

**Volunteer Infrastructure Program: 25%**

- Introduction and protection of native pollinator habitats
- Manage pollinator and native tree plantings
- Staff liaison for the Tree Protection Task Force
- Invasive plant removal and management

***PLEASE NOTE: In addition to fulfilling host site service responsibilities, all Project Conserve members are required to fully participate in team trainings, service projects and statewide AmeriCorps events. Project Conserve team events will occur approximately twice per month in locations throughout the service area and may require up to three overnight stays.***

**ESSENTIAL FUNCTIONS**

Equipment / Software Used: Mac, PC, Chrome, Office, Google Docs, various social media outlets

Physical Demands: Must be fit enough to lift 75 pounds and can be on your feet for hours at a time.

Transportation Needs: Must have reliable transportation.

Setting/Location of Service Activities: Asheville / Buncombe, Henderson

- Using computer software and online programs for conservation-based education and outreach initiatives including social networking, written articles and press releases.
- Leading, coordinating, and interacting with diverse individuals in field-based and office settings (ex. landowners, students, low-income residents, partner organizations).
- Developing and implementing educational programs and events for groups (presentations, workshops, educational hikes and outings, etc).
- Training, supporting, coordinating, and recognizing volunteers for conservation-based volunteer opportunities.
- Conducting field-based monitoring, assessment, and management of conservation properties, public lands, and/or water quality monitoring sites.
- Using mapping software and other computer programs to create quality reports, management plans, maps, and/or analysis, based on field data.