



North Olympic Salmon Coalition

Job Announcement

Volunteer and Outreach Associate

Start October 3, 2016 **End** September 18, 2017 **Full-Time** 40 hours per week

This is a **Washington Conservation Corps AmeriCorps Individual Placement** position for the North Olympic Salmon Coalition in Port Hadlock, WA. For more information about the **WCC AmeriCorps Program**, please visit: <http://www.ecy.wa.gov/wcc>

Application instructions at bottom of this announcement.

Applicants must be 18 to 25 years old at the time of hire (age restriction may be waived for recently returned military veterans)

The **North Olympic Salmon Coalition** (NOSC) is a small non-profit with a mission to promote robust wild salmon stocks for families, fishers, and local economies by furthering habitat restoration and education on the North Olympic Peninsula. NOSC is a Regional Fisheries Enhancement Group which means we are designated by the State of Washington to assist with salmon recovery efforts within our region, which stretches from the Hood Canal to Cape Flattery on the Washington Coast. www.nosc.org

Position Summary

The Volunteer and Outreach Associate will work with the friendly, hardworking staff of NOSC to improve wild salmon stocks through community outreach, environmental education, volunteer coordination, habitat restoration and data collection. This position will include work both in the office and out in the field. The Volunteer and Outreach Associate will create outreach materials, assist with and/or lead volunteers, staff outreach events, and will educate the community about the work of the organization through a variety of events and media outlets. It is our goal that by the end of his or her term, the Volunteer and Outreach Associate will have gained valuable job skills and diverse experiences in many areas of interest.

Typical Duties

- Recruitment, coordination, training, and recognition of volunteers on various projects
- Lead management and maintenance of the native plant nursery with staff support.
- Lead spawner survey trainings and oversee all volunteer fieldwork related to surveys with staff support.
- Perform diverse field work such as tree planting, marsh vegetation surveys, photo point documentation and invasive species control. Training provided.
- Coordinate social media outreach, produce monthly newsletter, update website, draft press releases and maintain volunteer databases.
- Attendance at various events including workshops, festivals, and project meetings.
- Provide education and outreach support including service learning projects, classroom presentations, field-based lessons, festival booth staffing, and creation of outreach materials.
- Manage, upkeep, and inventory of field equipment, outreach materials, and merchandise.
- Other tasks as directed by supervisor.

Qualifications

- Minimum Education: College level courses in environmental science, biology, fisheries, ecology, environmental education or related subjects
- Excellent communication, presentation and writing skills
- Organized, self-motivated, high attention to detail
- Ability to work independently or in a group
- Good natured team player, comfortable working with many types of people
- Expertise with computer programs such as Excel, Access, Word, Publisher, Power Point, and Wordpress
- Willing and able to perform heavy physical labor including digging, wading, handling plants and lifting up to 50 pounds in all kinds of weather

Desired Skills/Demonstrated Interests

- Good communicator and team member
- Leadership skills and diplomatic problem solving abilities
- Graphic design experience with programs like Illustrator, Photoshop, Publisher and other Adobe Creative Suite programs
- Experience teaching and comfort with public speaking
- GIS/GPS knowledge and experience
- Knowledge of salmon habitat needs, restoration techniques and native plant identification
- Ability to operate hand and power tools such as gas mowers and brush cutters
- Availability to work a flexible work week including weekend and evening events
- Access to personal vehicle and willingness to travel and work occasional evenings and weekends for outreach events (reimbursed for mileage at the current state rate)

Location: Port Hadlock, WA in East Jefferson County on the Strait of Juan de Fuca, just outside Port Townsend, WA. Thirty minutes from Olympic National Park, two hours from Seattle, three hours from the Washington Coast and two ferries away from the San Juan Islands.

Salary: \$9.47/hour; typically Mon-Fri (some Saturday events, especially during the winter and summer); 40 hours/week. AmeriCorps Education Award of \$5,775 received upon completion of a year of service.

Benefits: Basic medical health insurance. Also, WCC AmeriCorps members qualify for food stamps and other forms of personal financial assistance, if desired.

TO APPLY: **Complete BOTH steps by August 12th**

1. **Complete the WCC application at:** <https://fortress.wa.gov/ecy/wccapp/>
(select IP- PORT HADLOCK/N. OLYMPIC SALMON COALITION)
2. **Mail two (2) copies of the following - a letter of interest, résumé and contact information for three (3) references to:**

North Olympic Salmon Coalition
ATTN: Sarah Doyle, Stewardship Coordinator
205B West Patison Street, Port Hadlock, WA 98339
(360) 379-8051

Applications are due in our office by 5pm, Friday, August 12th, 2016.

Applicants will be reviewed and interviewed on a first-come basis.