

AmeriCorps Watershed Stewards Program

Team Leader Position Description

The AmeriCorps Watershed Stewards Program (WSP) Team Leaders assist with the training and coordination of education, outreach, and volunteer events for WSP Members in a given region of California. Each Team Leader provides support and leadership to WSP Members in their district (about 12-15 Members) and assists WSP staff with event and program coordination. Additionally, Team Leaders model best practices and support networking among Members, building capacity and community across sites. WSP's Team Leaders are integral Members of the support team and are central to developing the Members' experience.

The specific responsibilities will differ depending on individual assignments and the Team Leader's interests/strengths, but the main duties include:

Wonders of Watersheds (WOW!) Education Coordination and Support:

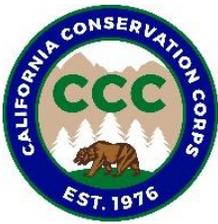
- Use of Excel to manage Education Program information.
- Assist Members in organizing their Wonders of Watersheds (WOW!) educational series by contacting teachers and helping coordinate classroom visits. Assist and support Members in curriculum implementation and classroom management as requested.
- Maintain WSP's educational materials and oversee the Member check-out system.
- Work in partnership with the California Conservation Corps on a series of educational presentations for CCC corpsmembers.
- Teach at least one six-lesson WOW! series to at least 25 students.
- Field-test new WOW! curriculum.

Outreach Coordination and Support:

- Attend and help coordinate outreach events, such as environmental education fairs.
- Assist with various WSP recruitment opportunities, such as career and volunteer fairs.
- Actively seek and coordinate new community outreach opportunities throughout the program year, with special emphasis on targeting underserved populations.
- Create the Tributary Tribune, a quarterly newsletter for WSP. ([Tributary Tribune Examples](#))
- Regularly update WSP's Outreach tracking system.
- Create newsletter submissions for the California Conservation Corps monthly newsletter.
- Create outreach presentations using software such as Illustrator, Publisher, and Power Point.
- Serve as a Member representative to the WSP Advisory Committee by attending semi-annual meetings, and presenting position-specific program updates.

The AmeriCorps Watershed Stewards Program's (WSP) mission is to conserve, restore, and enhance anadromous watersheds for future generations by linking education with high quality scientific practices.

A special project of the California Conservation Corps, WSP is administered by CaliforniaVolunteers and sponsored by the Corporation for National and Community Service.



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- Maintain WSP's social media presence.
 - Create additional outreach materials (brochures, videos) as necessary.
 - Organize and inspire Members during National Service Days.
 - Represent WSP to the community and media, as necessary.

Volunteer Recruitment Coordination and Support:

- Attend and support in all Watershed Awareness Projects (WAP) within the Team Leader's specific district. This includes driving to the event in a state vehicle, transporting necessary tools, and being present at the event as a WSP representative. These events often occur on weekends.
- Support Members in WAP development, including: volunteer recruitment, media outreach, completion of necessary paperwork, reviewing safety materials, and general check-in prior to the event.
- Organize their own Watershed Awareness Project and recruit a minimum of 30 community volunteers.
- Participate in local service and network with volunteer agencies as a WSP representative.

Member/Program Support:

- Collaborate with fellow Team Leaders, CCC corpsmembers, WSP Members, and CCC and WSP Staff.
- Maintain regular communication with WSP Members in specified district (12-15 Members).
- Assist WSP staff in planning WSP trainings and events.
- Assist with photo and video documentation at all WSP events.

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