



California Conservation Corps  
**Watershed Stewards Program**  
in partnership with AmeriCorps



**CALIFORNIA  
VOLUNTEERS**  
Office of the Governor

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## Watershed Stewards Program Position Description for Team Leader (2025 – 2026)

### Who We Are

California Conservation Corps Watershed Stewards Program in partnership with AmeriCorps (WSP) is an AmeriCorps State and National (ASN) program of the California Conservation Corps. The Watershed Stewards Program (WSP) is dedicated to improving watershed health by actively engaging in restoration science, civic service, and community education while empowering the next generation of environmental stewards.

The purpose of WSP is to engage Corpsmembers throughout coastal California to enhance, monitor, and survey endangered anadromous salmonid populations, implement watershed resiliency projects, recruit volunteers to assist with salmonid habitat restoration, conduct community outreach, educate students and the public about watershed problems and solutions in rural and urban areas, and professionally develop Corpsmembers participants.

WSP is a comprehensive, community-based, watershed protection, restoration, and education program. WSP addresses the many issues plaguing watersheds in a multi-faceted approach and provides a platform for restoration agencies and organizations to share resources and ultimately inspire and train the next generation of environmental professionals. WSP's primary focus is restoration of California's watersheds while engaging Corpsmembers to gain skills through meaningful action providing education, outreach, and volunteer engagement opportunities to their communities.

### What We're Looking For

#### Minimum Required Qualifications

- Be between 18 and 32 years of age (as of 10/1/2025). Must be a U.S. citizen, U.S. national, or lawful permanent resident of the U.S.
- Must participate in a national service criminal history background check and satisfy NSCHC eligibility criteria pursuant to [45 CFR 2540.202](#)
- Must be a high school graduate, or GED recipient



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- Possess or be willing to obtain a California Driver's License with a clean driving record (No more than 2 points on CA driver's record)
- Demonstrated willingness, interest, or experience in conducting watershed restoration, conducting environmental surveys, or analyzing scientific data
- Interest in environmental education and volunteer management
- Willing and able to relocate to Placement Site community (relocation expenses are not provided)
- Ability to pass a pre-enrollment physical based on this [Position Analysis](#) (reasonable accommodation can be requested with appropriate documentation)

#### Additional Desired Skills and Experience

- Communication skills
- Flexibility
- Willingness to learn and grow within the program's framework
- Experience in conducting watershed restoration, conducting environmental surveys, or analyzing scientific data
- Motivated for hard work, personal development, and public service

## **What You'll Do**

### **Position Title:** Yr. 32 WSP Team Leader

All Corpsmember positions, including WSP Team Leaders (TLs), WSP are California Conservation Corps AND AmeriCorps positions. The term of service with WSP is fulltime, 10.5 months, from **October 1<sup>st</sup>, 2025 – August 20<sup>th</sup>, 2026**. All Corpsmembers are required to serve an average of 40 hours per week (this may be eight (8) hour days five (5) days a week OR ten (10) hour days four (4) days a week), and may include Saturday and Sunday as needed to conduct required program activities and to reach the required minimum of 1,700 Hours. Corpsmembers are required to continue to serve until the end of the term, even if the 1,700-hour goal has been attained unless the Corpsmember has obtained written permission from the WSP Program Manager.

### **Essential Functions and Description of Service Activities:**

Team Leaders, while also considered Corpsmembers, serve specifically under the guidance of WSP Program Coordinators at WSP offices and assist other WSP Corpsmembers throughout their term of service. Team Leaders do not supervise employees or other Corpsmembers. The Team Leader position does not include any



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prohibited or unallowable activities per [45 CFR § 2520.65](#) and must follow the requirements related to supplementation, duplication or displacement of staff as outlined in [45 CFR§2540.100 \(e\) – \(f\)](#). During their service, Team Leaders participate in a wide array of activities, including:

Assisting with the training and coordination of education, outreach, and volunteer events for other Corpsmembers in a given region of California. Each Team Leader provides support and leadership to Corpsmembers in their district (between 9 - 12 Corpsmembers) and assists WSP staff with event and program coordination. Additionally, Team Leaders model best practices and support networking among Corpsmembers, building capacity and community across sites. WSP's Team Leaders are integral members of the support team and are central to developing the Corpsmembers' experience.

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

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

- Use of Excel to collate education program data.
- Assist and support Corpsmembers in WOW! curriculum implementation and classroom management, as requested.
- Maintain WSP's educational materials and oversee the check-out system for supplies.
- Work in partnership with the California Conservation Corps on a series of educational presentations for CCC Corpsmembers.
- Field-test new WOW! curriculum.
- Teach at least five 50-80-minute WOW! lessons (WOW! series) to 22 students in 2-5th grade classroom:
  - Each WOW! series begins with a lesson on the concept of making watersheds relevant and ends with a lesson on the concept of environmental interdependence. The middle three lessons are customizable to the location, age, and needs of the class being taught. Concepts for the middle lessons include a selection from; identifying who uses water and how; the life of a salmon; human impacts and interactions with watersheds; water is finite; local problems and solutions for salmon populations; protecting water for everyone; pollution solutions and biodiversity for healthy environments. All Corpsmembers teach the curriculum to at least one classroom.



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### **Outreach Coordination and Support:**

- Create outreach materials (graphics, videos, posters, etc.) using software such as Microsoft 365, Canva, ArcGIS StoryMaps, and other media creation tools as they become available.
- Assist with updating procedures to ensure future continuity of program outreach efforts.
- Collect, edit and organize Corpsmembers' submissions for various program-wide outreach efforts.
- Assist Corpsmembers in finding volunteer opportunities for National Service Days.
- Actively seek and coordinate new community outreach opportunities throughout the program year, with special emphasis on targeting underserved populations.
- All Corpsmembers participate in at least one National Service Days (NSD). NSDs such as MLK Jr. Day or AmeriCorps week provide an opportunity for Corpsmembers to serve in their local community doing an activity outside of their usual service objectives. Examples: helping an elder with firewood, serving food at the local food bank, or other activity pre-approved by WSP staff. These activities conform to AmeriCorps guidelines and are non-prohibited and allowable.

### **Volunteer Recruitment Coordination and Support:**

- Attend and support all Watershed Awareness Volunteer Events (WAVE) 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 and may require overnight travel.
- Support Corpsmembers in WAVE development, including volunteer recruitment, media outreach, completion of the necessary paperwork, reviewing safety materials, and general check-in prior to the event.
- Each Team Leader will organize their own WAVE and work to **recruit 25 community volunteers** for a hands-on watershed restoration project.

### **Corpsmember/ Program Support:**



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- Maintain regular communication with Corpsmembers in a specified district. Assist them in navigating program requirements. Serve as an example for punctuality, organization, and professionalism.
- Assist WSP staff in planning trainings and events.
- Lead components of WSP trainings and webinars such as team building and sharing their expertise as a peer leader.
- Assist with photo and video documentation at events.

### **Professional Development:**

All Corpsmembers, including Team Leaders, participate in WSP Core trainings. Orientation (first week of service) includes CPR/Wilderness First Aid certifications, Swiftwater Training certification, Corpsmember rights and responsibilities, and guidance on all AmeriCorps and CCC policies and procedures.

WAVE And WOW! Training (2+ months into term of service) includes training on WOW! curriculum, classroom management, WAVE protocol and requirements, and community outreach practice and preparation. Training hours are not to exceed twenty percent (20%).

### **What You'll Gain**

Participation as a Team Leader with WSP has many benefits including:

- A monthly living stipend of **\$2,967**, (total cumulative living stipend for 10.5 months of up to **\$31,450**)
- Upon successful completion of program requirements and the fulltime 1700-hour service term, Corpsmembers can earn a **\$7,395** Segal Education Award from the AmeriCorps National Service Trust and a **\$2,605** California for All Education Award from the Office of the Governor, for a combined total of \$10,000 (pre-tax) Education Awards may be used to cover educational costs at post-secondary institutions and other educational expenses per allowable expenses for the Segal Education Award.
- Program-sponsored medical insurance. The monthly premiums will be fully paid by the Program. Corpsmembers will be responsible for any required deductibles and out-of-pocket copayments.
- Student loan forbearance on eligible loans
- Childcare subsidy if Corpsmember meets eligibility requirements



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- WSP provides an opportunity to engage in restoration activities, contribute to the local community, learn from natural resource professionals, and connect with other AmeriCorps members.

Opportunity to develop leadership skills and to test future career opportunities.

## **Who Will Support You**

Your supervisor will be your Program Coordinator. WSP Program Coordinators are Jason Lopiccolo (WSP Region I/ Eureka WSP office) who can be reached at (707) 298-5195; [Jason.Lopiccolo@ccc.ca.gov](mailto:Jason.Lopiccolo@ccc.ca.gov) or Jody Weseman (WSP Region II)/ San Luis Obispo office) who can be reached at (805) 835-8584; [Jody.Weseman@ccc.ca.gov](mailto:Jody.Weseman@ccc.ca.gov)

Your WSP Program Manager is Zia Schatz who can be reached at (707) 672-6243; [Zia.Schatz@ccc.ca.gov](mailto:Zia.Schatz@ccc.ca.gov)

## **Where You'll Serve**

Four Team Leader positions are located at the Watershed Stewards Program Office's in either Eureka (2 positions) at 3517 W street or San Luis Obispo at 1530 Madera Ave, (2 positions). These are the primary locations where Team Leaders will complete their service.

## **Performance Reviews**

Performance reviews are intended to be a mutual exchange of information that informs the program's service delivery and helps the Corpsmember successfully complete the term of service.

Corpsmember's performance of primary service responsibilities and meeting program expectations such as policies and rules of conduct as well as complying with directives for timely time and date tracking , timely response to deadlines, meeting program responsibilities, safety, etc. Reviews will also evaluate member's skill factors including knowledge of service, quality of service, initiative, teamwork/cooperation, problem solving, planning and organizing, timely written and verbal communication, understanding and practicing of safety protocols, attendance/punctuality, follow through on assignments, initiative, public speaking, career development planning, conflict resolution, and knowledge about "best-practices" for monitoring and restoration.



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At minimum, Corpsmembers will receive a performance review mid- term and at the end of their service term. The end-of-term evaluation will address, at a minimum, the following factors:

1. Whether the Corpsmember has completed the required number of hours;
2. Whether the Corpsmember has satisfactorily completed assignments; and;
3. Whether the Corpsmember has met other performance criteria that were clearly communicated at the beginning of the term of service.

## **WSP Program Handbook**

WSP will provide all Corpsmembers with access to the Program Handbook as well as detailed California Conservation Corps policies that outline the Corpsmembers areas of responsibilities, including service expectations, service delivery, performance measurement/data collection, reporting, training, corrective action, timesheet submittal, etc. Time for review and Q&A on any content of the Program Handbook will be provided at WSP's Orientation and throughout the WSP term.

## **AmeriCorps Corpsmembers as Team Leaders, Requirements and Stipulations**

Programs may create positions where AmeriCorps Corpsmembers provide an additional layer of leadership and support for Corpsmembers under certain conditions. All the activities and prohibitions that apply to AmeriCorps Corpsmembers also apply to Team Leaders. Team Leaders are not permitted to act in a staff capacity, including supervising Corpsmembers. Team Leaders must not be responsible for program development and coordination; however, they may assist by providing information and resources on best practices or by helping to develop portions of the program such as the training curriculum. Under no circumstances should an AmeriCorps Corpsmember serving as a Team Leader be the individual legally responsible for the program or other Corpsmembers. The Team Leader position focuses on the Corpsmember(s) performing direct service and provides support to Corpsmembers engaged in direct service. Unallowable Team Leader activities include signing Corpsmember timesheets; evaluating Corpsmember performance; disciplining AmeriCorps Corpsmembers; enrolling/dismissing AmeriCorps Corpsmembers; writing and/or signing program reports; managing the Program's payroll and budget.