



## Opportunity Youth Service Initiative (OYSI) Environmental Conservation Corps

### Work Service Opportunity

The Sustainability Institute's Environmental Conservation Corps (ECC) program is an AmeriCorps-affiliated workforce development and service-learning program for young adults, which offers free job training and paid conservation work experiences for people seeking conservation and sustainability jobs.

Our Opportunity Youth Service Initiative (OYSI) positions are available to young adults aged 17-24 who are currently neither in school or working full time (part-time/weekend jobs are allowed).

- **Training:** Build knowledge and skills in a diversity of conservation and sustainability jobs
- **Certifications:** Receive free professional certifications (valued up to \$1,500 per Member)
- **Compensation:** Earn a living stipend (ranging \$8,500-\$20,400) and end-of-service Segal Education Award (ranging \$1,374-\$6,495).
- **Connections:** Meet a wide variety of governmental agencies and nonprofit organizations
- **Teamwork:** Experience working in a team of peers and within a nonprofit organization
- **Leadership:** Help lead critically important conservation projects

Three different positions are available through our OYSI program, and multiple spots are open under each category:

1. Half-Time Crew Member (900-hour service term/6 months)
2. Full-Time Crew Member (1,700-hour service term/1 year)
3. Full-Time Crew Leader (1,700-hour service term/1 year-additional responsibilities required)

Crew Members and Crew Leaders report to The Sustainability Institute's Director of Conservation.

**OYSI Work:** No experience is required, as this is a training program. ECC training and work includes:

#### Habitat Stewardship (approx. 95%):

- Work in outdoor settings, including public parks, forests, and waterways; bend, kneel and stand for extended periods; work in hot and cold conditions; operate tools, equipment, and machinery in a safe manner; use and properly maintain personal protective equipment (PPE)
- Perform wildlife habitat restoration work
- Construct and maintain rain gardens
- Plant native plants and trees in both urban and rural spaces
- Clean, process and construct oyster reefs
- Plant, cultivate, and harvest Spartina marsh plants



- Perform water quality testing and monitoring
- Design, construct, and maintain trails, bridges, and boardwalks

#### **Energy and Water Efficiency Workshops (approx. 5%):**

- Facilitate energy efficiency workshops in the local community

#### **General Responsibilities:**

- Adhere to rules of conduct and service expectations as detailed in Member Handbook
- Participate in required trainings, service days, and other responsibilities as directed by program staff
- Create reports detailing work schedule and completion of tasks
- Attend weekly/daily team meetings to discuss goals and progress of the ECC Program
- Help maintain the ECC van, trailer, and equipment to ensure they remain in good condition
- Participate in an individual research project
- Conduct surveys to obtain feedback from service partners
- Assist with upkeep of office crew area, storage, and supply areas
- Help maintain a positive and encouraging work environment

#### **OYSI Training:**

The ECC Program is committed to strong member development by providing valuable conservation-based training and certifications as well as 'soft-skill' training, such as financial literacy and resume building. This increased knowledge and skills propels AmeriCorps members forward in their environmental careers. The trainings and certifications have a value of up to \$1,500 per Member, paid for by The Sustainability Institute.

#### **The ECC Program offers the following formal trainings through staff and/or partner agencies to strengthen resumes and understanding of conservation projects:**

##### Habitat Restoration

- Living Shorelines
- Recreational Trail Program (RTP) training
- Adopt-A-Stream Freshwater and Tidal Saltwater monitoring
- Clemson Extension Master Rain Gardener Certification Track
- Wilderness First Aid
- GIS Mapping

##### Energy Efficiency

- Energy Efficiency Workshop Training

##### Worksite Safety

- CPR and First Aid
- Jobsite and Tool
- Chainsaw and Logging

##### Professional Development/Soft Skills

- Financial literacy
- Resume/Cover Letter
- GED

**Further training/certification opportunities may be available to Members who wish to increase their skill sets.**



## **Program Requirements:**

Crew Members must be at least 17 years of age at time of enrollment. Any member under age 18 at time of enrollment must receive legal parent/guardian consent, including signed forms provided by staff.

If a recruit has not earned his/her/their high school diploma, GED, or accredited equivalent prior to starting the ECC Program, they are required to obtain it within two years following their service term. In these instances, we require members to either attend or enroll in future GED training while in our program. ECC program staff will assist the member in arranging class and testing needs through local educational institutions.

**Work Hours:** Monday–Thursday, 8:30am–5:00pm and Fridays 8:30am–1:00pm. A mandatory 30-minute lunch break does not count towards service hours.

**Background Check:** Program enrollment requires every member to successfully provide information to program staff for the completion of the CNCS (Corporation for National and Community Service) three-part criminal history check (NSOPW check, SC SLED check, and FBI fingerprint check). Members must sign the NCHSC (CNCS - National Criminal History Service Check) at the time of interview. CNCS has established requirements that may not allow a member to serve due to the member’s previous criminal history.

**Physical Requirements:** (from Corps Member Handbook): Due to the conditions and scope of work performed by the ECC, members must be physically able to perform all program work. This includes, but is not limited to, climbing, heavy lifting, bending, working from one’s knees or back, working in hot or cold conditions and/or other work components deemed necessary by program staff.

## **Compensation:**

Position	Number of Service Hours	Number of Months	Total Living Stipend	Segal Education Award (paid at end of service term)
<b>Crew Member: Half-Time</b>	900	6	\$8,500	\$3,247.50 w/o tax
<b>Crew Member: Full-Time</b>	1700	12	\$18,700	\$6,495.00 w/o tax
<b>Crew Leader: Full-Time</b>	1700	12	\$20,400	\$6,495.00 w/o tax



## Additional Responsibilities of Crew Leader Positions:

ECC Crew Leaders perform all the same responsibilities as Crew Members but also have increased leadership responsibilities. They demonstrate leadership, resourcefulness, effective communication skills, excellent judgment, maturity, initiative, professionalism, and the desire to devote themselves to a crew experience where the needs of others are placed above oneself. The position requires technical aptitude, mentorship, patience, focus on both short-term and long-term goals, and comfort in service project settings.

Alongside Sustainability Institute staff, Crew Leaders are responsible for the following, but are not limited to:

- Manage crew readiness for service site work.
- Ensure crew is properly briefed about service projects in advance, knows what to expect, and is prepared for the work.
- Managing crew by prioritizing projects and delegating project tasks
- Track Crew Member arrival and departure times to project sites to ensure punctuality.
- Serve as a secondary point of contact behind Sustainability Institute staff and as point-person during service site activities. This means that Crew Leaders interface directly with project partners and have important communication responsibilities.
- Lead and monitor crew's work performance to ensure quality delivery and outcomes.
- Facilitate risk assessment at service site locations and lead group safety meetings before each project.
- Ensure crew safety by making sure that standardized safety protocols and procedures are being followed.
- Record project outcome measurements within one business day and keep this document updated for mid-year/final reviews.
- Take photos of service work activities and upload to appropriate storage folders within 1 business day.
- Ensure inventory and maintenance of van, equipment, supplies, and materials.
- Actively participate in weekly Crew Leader meetings with staff.
- Assist staff with customer service calls to program service partners as needed.
- Participate and lead community outreach activities, including educational workshops and presentations.
- Lead daily upkeep of crew areas, including kitchen and storage areas.
- Drive the ECC van (and pull trailer) as needed.

*The Crew Leader does not conduct evaluations of Crew Members or participate in program management or grant administration responsibilities.*