



Environmental Conservation Corps: Community Engagement Specialist

Position Title: Community Engagement Specialist

Dates: May 27, 2025 to May 26, 2026 (1700 hour)

Schedule: Monday - Friday; 9:00 am - 5:00 pm; 52 weeks

There will be occasions where service is required outside of these hours; advanced notice will be given

Total Living Allowance: \$30,600 (pre-tax, paid bi-weekly)

Segal Education Award: \$7,395 upon successful completion of AmeriCorps service term

This position is a collaboration between the Sustainability Institute and Audubon South Carolina (ASC), the state arm of the National Audubon Society. Both are 501(c)(3) organizations. The Sustainability Institute's Environmental Conservation Corps (ECC) program is an AmeriCorps-accredited workforce development and service-learning program for young adults. Opportunity Youth Service Initiative (OYSI) positions are available to young adults aged 17-24 who are currently neither in school nor working full-time (part-time/weekend jobs are permitted).

Host Site Overview

Audubon South Carolina protects birds and the places they need, right here in South Carolina. We're the state office of the National Audubon Society, which has more than one million members and a century-long track record of success. In South Carolina, we represent nearly 30 thousand Audubon members and supporters, nine Audubon chapters and bird club partners, two Audubon nature centers, and more than 30 thousand acres of land that we own and manage using bird- and climate-friendly forestry. We work collaboratively with communities because we see community as a cornerstone of conservation.

AmeriCorps Member Position Overview

This Opportunity Youth Service Initiative (OYSI) Member position will work with Audubon SC and community partners on community engagement and outreach activities related to resilience, nature-based solutions, and collaborative decision-making. The member will participate in public meetings, outreach events, and workshops to expand community capacity in the project area including incorporated and nonincorporated communities in the Cape Romain National Wildlife Refuge Area, Awendaw, and McClellanville, SC. These opportunities offer desirable field skills and training for people pursuing careers in conservation, community engagement, and environmental fields.

OYSI positions offer:

Updated March 2025



- Training: Build knowledge and skills in a diversity of conservation, community engagement, and sustainability jobs
- Certifications: Receive free professional certifications relevant to the field
- Compensation: Earn a living stipend paid bi-weekly, and an end-of-service Segal Education Award
- Connections: Meet and work with 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 to address climate change

AmeriCorps Requirements:

Program Hours:

Members will be expected to participate during the program hours of 9:00 a.m - 5:00 p.m. Monday through Friday. A 30-minute lunch break every day does not count towards the service hours required for the education award. Members will report to Audubon South Carolina's office in Charleston, SC every morning but will often be required to drive to locations within the project area around Cape Romain National Wildlife Refuge. There will be occasions where service is required outside of these hours such as for evening community meetings; advanced notice will be given.

Background Check:

Program enrollment requires every member to successfully provide information to Sustainability Institute program staff for the completion of the CNCS (Corporation for National and Community Service) three-part criminal history check (NSOPW check, state of residence and/or state of service check, and FBI fingerprint check). Members must sign the CNCS - National Criminal History Service Check (NCHSC) Consent Form to begin the CNCS (Corporation for National and Community Service) three-part criminal history check (NSOPW check, state of residence and/or state of service check, and FBI fingerprint check). CNCS has established requirements that may not allow a member to serve due to the member's previous criminal history.

Age:

Crew Members must be at least 17 years of age at the time of enrollment and between the ages of 17-24 to qualify. Any member under age 18 at the time of enrollment must receive legal parent/guardian consent, including signed forms provided by staff. A Determination of Economic Status form will be required for OYSI applicants and will be provided during the interview process.

Education:

A high school diploma or GED is required to serve with AmeriCorps. *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. SI staff will assist the member in arranging class and testing needs through local educational institutions.

Position Description: The AmeriCorps Member will support ongoing community engagement work for a community resilience project in the Cape Romain National Wildlife Refuge area, including in the towns of Awendaw and McClellanville and nearby unincorporated communities. The end-goal of this project is to have a prioritized list of nature-based solutions that can help address climate-related issues identified by the community, such as flooding from King Tides and loss of coastal marsh. Community engagement is a key element to the success of the project to ensure that local residents are included and heard, and feedback from community members will heavily inform the selection of appropriate nature-based solutions. This position will serve a critical role to increase the capacity of underserved community members and local governments to engage with and plan resiliency projects.

Engagement Support Work (90%):

- Attend monthly *Building Resilient Communities with Nature* Steering Committee meetings, which help the project progress.
- Attend local events identified by the Steering Committee to engage with community members about the project, such as festivals, farmer's markets, listening sessions, or other gatherings.
- Attend local Town Council monthly meetings on weekday evenings (after normal working hours) to stay informed about upcoming opportunities for community engagement and feedback
- Create and enact a strategy to engage youth in project planning and engagement
- Host pop-up tabling events throughout the project area at strategic locations identified by the Steering Committee to inform local people about the project and gather community feedback
- Distribute printed project materials created by the Steering Committee, such as flyers or handouts, throughout the project area at strategic locations
- Serve as a liaison between Awendaw, McClellanville, unincorporated communities, and the Steering Committee by collecting verbal, written, or survey-based project-related feedback from community members online and at events, then organizing and communicating that feedback to the Steering Committee
- Research potential funding opportunities that could support local governments and community-based climate resilience projects
- Other program partners may include but are not limited to: Cape Romain NWR, Berkeley-Charleston-Dorchester Council of Governments, Francis Marion National Forest, The Nature Conservancy South Carolina, Ducks Unlimited, Lowcountry Land Trust, and Gullah Geechee Heritage Corridor

Training and Development Opportunities (10%):

- Participate in AmeriCorps Member Orientation at The Sustainability Institute
- Participate in host organization orientation
- Engage with Audubon SC staff and sites to gain exposure and a broader understanding of conservation
- Participate in relevant trainings held by the Sustainability Institute, such as those about nature-based solutions
 - Participate in relevant trainings held or sponsored by Audubon SC

General Responsibilities:



- Adhere to rules of conduct and service expectations as detailed in the Member Handbook
- Maintain familiarity with AmeriCorps operations and procedures (the Corps Network/CNCS)
- Follow and obey prohibited activities as listed in the Member Service Agreement
- Participate in all required trainings, days of service, and responsibilities toward projects and functions
- Report daily (on service days) to the Audubon SC Community Partnerships Program
- Be prepared to accept delegated tasks
- Maintain a positive and respectful work environment
- Represent self and program well in front of partners, community members, etc.
- Participate in community outreach events
- Uphold self-accountability by coming into the office prepared for the day

Training Provided:

The Sustainability Institute is committed to strong member development and includes in its plan a comprehensive set of resources offered to Crew Members that are designed to ensure member retention, personal growth, and success. These include, but are not limited to, in-depth assessment of skills and interests upon arrival, a strong orientation, financial literacy training, cover letter/resume training, team-building activities, and exposure to outside employment opportunities upon completion of service with the Program

The OYSI Program is dedicated to providing members with field-based certifications and conservation-based training during their time of service:

- Nature-Based Solutions
- Master Rain Gardener
- Living Shorelines
- Worksite Safety
- CPR/First Aid
- Financial Literacy Workshop
- Resume/Cover Letter Workshop
- Diversity and Inclusion
- Grant Writing



Crew Member Program Candidate:

(sign)

(print)

(date)

The Sustainability Institute Program Staff:

(sign)

(print)

(date)

Audubon South Carolina Program Manager:

(sign)

(print)

(date)

The Sustainability Institute is committed to providing equal employment opportunities to our employees and applicants. Hiring and promotional decisions are made without regard to race, color, gender, religion, national origin, age, or marital status. The Sustainability Institute does not tolerate discrimination against anyone protected under federal or state law.