



REMOTE SENSING FIELD TECHNICIAN SPECIALIST POSITION DESCRIPTION

Position: Remote Sensing Field Specialist (ages 18-25)

Location: Saint Paul, MN

This is not a residential program; participants must secure housing near the placement location.

Reports to: Conservation Corps Assistant Program Manager and Site Supervisor

Benefits:

- Living Allowance: \$2,200/month
- Housing Reimbursement: \$100/month (reimbursable upon proof of payment)
- Education Award: \$6,495, if eligible and upon successful completion of program requirements
- Student loan forbearance (on qualifying student loans)
- Health insurance
- Childcare assistance
- Training, certifications, networking

About Conservation Corps Minnesota & Iowa: Conservation Corps Minnesota & Iowa, a nonprofit organization and AmeriCorps grantee, engages hundreds of youth and young adults each year in meaningful service, leadership development, and environmental stewardship. Our vision is a world in which everyone has equitable access to nature, is equipped to succeed in career and life, and is empowered to make a difference in conserving natural resources. Our projects and programs embody our core values of safety, service, respect, equity, and community. In working toward our vision, we believe it is important to acknowledge that natural resources organizations, including Conservation Corps Minnesota & Iowa, have a legacy of supporting and benefiting from systems that have restricted access to public lands and careers for marginalized groups. To challenge this, we commit to using equity as a lens for the work we do and decisions we make, building a shared vision surrounding justice, equity, diversity, and Inclusion goals with our partnering organizations and communities and providing an equitable training environment and high-quality programming to all our participants.

Position Summary: The AmeriCorps Remote Sensing Field Technician Specialist position is based at the [Monarch Joint Venture](#) in Saint Paul, Minn. The purpose of the position is to assist with surveying Conservation Reserve Program (CRP) lands across the Midwest using drones to quantify density of milkweed and other pollinator-friendly plants using both aerial imagery and field-based methods. Specialist will organize and prepare images as needed to process via a machine learning algorithm. The Specialist will support all aspects of the project including obtaining a commercial drone pilot's license (if not already licensed) contacting landowners, managing field logistics and traveling to field sites to

conduct surveys across at least 5 Midwest states, supporting communication with partners and others about this project and technology, managing data, and supporting data analysis and report writing.

No more than 20% of the service term is dedicated to technical and personal skills training.

Members are directly supervised by Conservation Corps Assistant Program Manager and Monarch Joint Venture site supervisor. Members serve in a single placement setting with a partnering nonprofit/government organization. Members complete service projects with direction provided by partnering agencies and representatives of those agencies.

Hours & Schedule

- 40 hours/week, Monday – Friday, 8:00 AM – 4:30 PM (typical, occasional weekends) including a mandatory 30 minute lunch break which does not count towards service hours. The Specialist will travel extensively between June and September for field work.

Preferred Qualifications:

- GIS experience in ArcPro, ArcGIS Desktop, ArcGIS online.
- Critical thinking and problem solving skills.
- Experience with Microsoft Office or Google Workspace (Excel, Word, Google Sheets, Google Docs).
- Ability to work independently and plan and execute multi-day, interstate travel excursions
- Ability to communicate effectively in oral and written formats.
- College coursework and/or degree in a relevant field.
- Motivated, independent worker willing to spend significant time traveling and outdoors
- Organized, able to juggle multiple priorities and project details simultaneously
- Able to effectively engage with landowners (primarily farmers/agricultural landowners) and other stakeholders of various backgrounds regarding the project's purpose

Requirements:

- Must be a US Citizen, US National, or Lawful Permanent Resident Alien of the US.
- Must pass the National Sex Offender Public Registry and criminal history check defined as no positive hits on the NSOPW and no history of violent offenses on the criminal history check.
- Must successfully pass medical review process.
- Valid driver's license and safe driving record (no major moving violations or DUI's in the past five years).

Essential Service Functions: Ability to perform the *Essential Service Functions 40 hours per week

- Service is partially completed indoors in an office environment and partially outdoors in grassland and agricultural settings
- Equipment: Remote sensing equipment, laptop, and vehicle will be provided.

**Full list of essential functions for service available here: <https://conservation-corps.squarespace.com/s/Essential-Service-Functions-Single-Placement-Member.pdf>*

**Adequately performing essential service functions is a requirement of this position. Reasonable accommodations are available upon request.*

Position Responsibilities and Tasks:

Member must complete service projects to the best of their ability, serving safely, effectively and efficiently to ensure projects are completed to the satisfaction of project hosts and the community. AmeriCorps members are expected to serve a minimum of 1700 hours and complete the entire service term per the start and end dates listed on the Member Service Agreement. The service calendar outlines 1900 available hours of service, with no service (and thus, no accrual of service hours) on Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and the day after Thanksgiving Day. Therefore, absences (sick or vacation) beyond four excused days for full-time 1700 hour AmeriCorps members are deemed excessive, jeopardizing the member's ability to accrue the minimum service hours required for the education award. If a member has excessive absences, the member may need to volunteer with an external organization outside of regularly scheduled service days to earn additional service hours to complete the education award. These additional service hours must be pre-approved by Regional Staff.

Position responsibilities:

- Communicate with private landowners regarding the project's objectives and to arrange site visits
- Manage travel logistics to visit at least 60 sites across multiple Midwestern states
- Collect aerial imagery via UAV; upload and organize data to support its use in milkweed identification algorithms
- Collect field-based data on milkweed abundance; enter data into an online portal and perform quality control on data entry
- Engage with Monarch Joint Venture partners and the public to build support for the project's purpose and share its progress
- Prepare training or communications materials about the project and its technology
- Support the development of algorithms to identify milkweed or other target vegetation characteristics using aerial imagery
- Administration: submit timecards to supervisor, track expenditures, submit reimbursements, track mileage, etc.
- Additional duties as assigned: tasks may include, but are not limited to, contacting site managers for habitat management data, organizing or generating media content

In accordance with 45CFR 2520.65, AmeriCorps members may not perform prohibited service activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in the activities. Prohibited service activities are outlined in the Service Agreement section VII and AmeriCorps member manual.

Role Clarification: This is an AmeriCorps Corpsmember level position, NOT a staff member. While serving in this AmeriCorps volunteer position, corpsmembers need to abide by the below restrictions:

- Corpsmembers may NOT sign/approve official documents such as AmeriCorps paperwork, member timecards, performance evaluations, disciplinary contracts, project contracts or any similar documents.
- Corpsmembers may NOT be directly involved in project acquisition or contracting.
- Corpsmembers may NOT discipline other AmeriCorps members. While they may provide guidance, facilitate crew meetings, motivate, reward and uphold safety policies on the service site, all policy violations and disciplinary action must be directed to and handled by a staff member.

CONDITIONS OF AGREEMENT: AmeriCorps members will be subject to all state and federal laws, and the rules and regulations of OSHA and Conservation Corps. The member is expected to fully understand and adhere to the rules, regulations and code of conduct as described in the AmeriCorps member manual. Policy violations will result in disciplinary action according to program guidelines, including written warnings, fines, suspension without stipend, and/or termination. The AmeriCorps member is accountable for meeting or exceeding the responsibilities of this position as described above, and will be evaluated at mid-term and end-term by Corps Program Staff, with input from project hosts. Successful completion is contingent on both AmeriCorps education award hours and service through the agreed upon term end date.

This program is available to all, without regard to disability, race, religion, national origin, gender, sexual orientation, political affiliation, or other non-merit factors. The Conservation Corps engages AmeriCorps members, ages 18-25, as defined under the American Conservation and Youth Service Corps Act, a subtitle of the National and Community Service Act of 1990. Reasonable accommodations available upon request.

I _____ have read and fully understand the above position description that reflects the service activities that I will perform during the AmeriCorps term.

AmeriCorps member Signature: _____ Date: _____

Approval Signature: _____ Date: _____