

**Amigos de Bolsa Chica invites your interest  
in a 12-month contract as**

## **FLOW Program Manager**

**\$15/hour, up to 20 hours/week**

**Filing deadline: July 31, 2017**

**info@amigosdebolsachica.org**



### **Program Description**

Amigos de Bolsa Chica's FLOW (Follow and Learn about the Ocean and Wetlands) Program was developed in partnership with the Bolsa Chica State Beach. The program has two parts. The first part consists of Citizen Scientists who meet each Friday to collect water samples from various places at Bolsa Chica, perform limited analysis, and send samples to the California Department of Public Health. The second part consists of the Citizen Scientists sharing their knowledge with visiting classes of middle, high school and community college students. This is a unique hands-on learning opportunity for students to experience a coastal wetland ecosystem through its most fundamental elements: water quality and plankton. FLOW demonstrates how humans are connected to the unique rhythms of nature at Bolsa Chica Wetlands and the Bolsa Chica State Beach.

By reaching out to primarily underserved, multicultural students, many from inland areas, FLOW teaches students to collect water and plankton samples using the same field equipment and methods used by scientists. Through chemistry and microscopy lessons, students receive hands-on training on how to analyze the contents of ocean and wetland water samples. This offers students a chance to examine an array of water quality related topics such as the effects of urban runoff on the watershed and the potential impacts of climate change on the marine food web. Many have had little or no experience in an ocean or wetland environment, and for many, actually using scientific tools and techniques to gain information that will be used is a unique experience. For some, this experience will be a gateway to further education and careers in marine science.

The Program Manager's goals are to ensure Amigos de Bolsa Chica's sustained ability to conduct water quality testing and outreach to students. Recruiting, training and retaining FLOW Citizen Scientists are the most critical aspects for the continued success of the FLOW program. FLOW can then continue to provide students with a direct connection to wetland and ocean ecosystems, expand their knowledge of the Earth's environment, and put the protection of these precious ocean and wetland ecosystems in their hands.

### **Contractor's Responsibilities**

The Amigos de Bolsa Chica is seeking a qualified person to:

- Recruit volunteer Citizen Scientists through social media, listservs, print advertisements, and assist with training.
- Supervise the FLOW program (with sessions currently held on Fridays) and mentor Citizen Scientists.
- Contact schools/teachers and maintain relationships with teachers who bring their classes regularly.
- Review applications from teachers and send detailed information describing how the FLOW visit unfolds.
- Administer bus transportation scholarships to qualifying schools by requesting the Title 1 status of the school and the ethnic breakdown of its students.
- Track schools and groups visited with detailed information about visiting classrooms (class size, teacher/school contact info, location, bus cost, etc.), and, if relevant, preferred methods, materials, scripts, electronic devices volunteers need to carry out successful presentations.

- Utilize social media to promote Amigos de Bolsa Chica educational programs and activities.
- Inform Citizen Scientists prior to a classroom visit what the teacher wants to be emphasized.
- Create strategies (such as social activities and visits to offsite presentations) to keep trained Citizen Scientists engaged and committed to both water quality analysis and educating visiting classrooms.
- Coordinate with State Parks/Bolsa Chica State Beach staff all needs and uses of the State Beach facility in conducting the FLOW program and trainings.
- Administer the FLOW email account.

### **The Ideal Candidate**

- Team-oriented, takes initiative, and possesses a positive attitude.
- Works efficiently, is highly organized and requires minimal supervision.
- Excellent interpersonal skills with ability to deal effectively with volunteers, teachers, and students.
- Understands the need for effective applications of social media platforms for program promotion.

### **Experience and Education**

- Teaching experience or equivalent, marine science background or equivalent preferred.
- Ability to work with volunteers and students of all ages.
- Knowledge of methods of outreach and promotion such as Listserv, all social media platforms.
- Familiarity with Orange and Los Angeles County school district policies and procedures.
- Ability to network with regional professional organizations and other environmental NGO's.
- Ability to be creative with limited resources.

### **Selection Process**

Candidates will be evaluated based on their resumes and oral interviews. Submit resumes electronically to: Amigos de Bolsa Chica at [info@amigosdebolsachica.org](mailto:info@amigosdebolsachica.org) or by mail to: Amigos de Bolsa Chica, P.O. Box 1563, Huntington Beach, CA 92647. Resumes must be received by July 31, 2017. Contact Judith Huck, Office Coordinator, at [info@amigosdebolsachica.org](mailto:info@amigosdebolsachica.org) or 714-840-1575 for questions or more information.

### **About Amigos de Bolsa Chica**

Amigos de Bolsa Chica is a 501(c)(3) non-profit organization incorporated in 1976. It is the mission of the Amigos to advocate the preservation, restoration and maintenance of the Bolsa Chica wetlands; to encourage the public acquisition of all the wetlands and sufficient surrounding open space to create a viable ecosystem; and to provide education about the importance of wetlands. The Amigos de Bolsa Chica has been offering educational programs to inform the public of the importance of preserving coastal wetlands since the organization's beginning in 1976. FLOW was developed in 2013.

**[www.amigosdebolsachica.org](http://www.amigosdebolsachica.org)**