

**Cope Environmental Center
Bonner Projects for Fall/Spring 2009 – 2010**

Below is the list of new Bonner Scholar projects available at Cope Environmental Center. Each project is one that has specific responsibilities and expected outcomes.

Sustainability Blogger and Sustainability Researcher –

Hours per week: 10 hours

Contact Person(s): Stephanie Hays-Mussoni, Jeremy Mussoni

Skills Needed:

The Bonner Scholar would be responsible for generating a list of topics to blog about each week on CEC blog. The list will be approved by CEC staff and each blog will be proofed by CEC staff member prior to submitting to the CEC blog.

The research component of this falls in line with topics for the blog. Research will also be conducted regarding environmentally responsible products, building materials, and building methods for our Sustainable Living Demonstration Home.

Garden Manager

Hours per week: 10

Contact Person: Stephanie Hays-Mussoni, Aubrey Blue

Skills Needed:

The Bonner Scholar will be in charge of preparing the gardens for winter and adding organic material to the soil for the next growing season. They will also work with another CEC garden volunteer to harvest and preserve the remaining harvest generated with members from Girls Inc. During the winter, this person will work to plan out the garden for 2010 planting as well as work on curriculum planning for Girls Inc. participants in the spring and for the summer. During the spring, the Garden Manager will prepare the gardens for planting, present the planting plan to CEC staff, and work with Girls Inc girls to implement planting etc. Care of the butterfly garden, landscaping around two main buildings, and maintaining the compost pile would also be included.

Event and Program Marketing

Hours per Week: 10

Contact Person: Alison Zajdel

Skills Needed:

The Bonner Scholar will work to ensure that public service announcements, press releases, and other forms of marketing are disseminated properly and on a timely basis for all of our programs, special events, and to announce any exciting news at CEC. There will also be the opportunity to work in areas of marketing which are new to CEC like Facebook and other digital media.

Another special project will be to work with the Executive Director to pull together collected information to complete the formation of the Wayne County Environmental Speaker's Bureau. This will be a publication that the Bonner would create to list all of the speaker's. He/she will then work with staff to disseminate this information throughout the community to encourage various groups to invite local experts on various environmental issues to speak to their civic groups, social groups, classes, etc.

Orienteering Course

Hours per week: 10

Contact Person: Aubrey Blue

Skills Needed:

CEC would like to have a large scale orienteering course developed that encompasses the entire property. This would be utilized in a variety of programs. This Bonner may also be asked to work to develop an additional geocache on the property. He/she will be asked to work with staff to secure donations of or toward new compasses and GPS units for CEC programs.

Grant Proposal Writer (2 positions)

Hours per week: 10

Contact Person: Alison Zajdel

Skills Needed: Good research and computer skills

The Bonners selected for these projects will be asked to work with our Development Director to write grant proposals for a variety of projects to a variety of different sources. This is a great way to further your writing skills. We will ask that you submit a brief writing sample. These Bonners would also research grants available for the different projects and programs at CEC.

Donor Database Management and Donor Researcher

Hours per week: 10

Contact Person: Alison Zajdel

Event Planner

Hours per week: 10

Contact Person: Alison Zajdel

Skills Needed:

Will help coordinate a variety of tasks for our Fall Fundraising Gala. This event is a black-tie optional event that is held in September.

Wetland Restoration

Hours per week: 10

Contact Person: Jeremy Mussoni

Skills Needed: Basic knowledge of plants – most will be learned while at CEC, coordination of volunteers,

This Bonner will work with our Facilities and Grounds Director to assess current conditions of our three constructed wetlands. These wetlands were excavated in 1998 to increase the variety of habitat at CEC. There is currently an issue with invasive plants. Once the situation has been assessed the Bonner will develop a plan and execute the plan. This will include recruiting and organizing volunteers to assist in executing the plan.

Volunteer Project Coordinator

Hours Per Week: 10

Contact Person: Alison Zajdel and Jeremy Mussoni

CEC has many projects throughout the year in which we utilize a large group of volunteers. These include mailings, programs, events, trail work, etc. This Bonner will work to plan and coordinate these work days. This will include contacting and recruiting volunteers, planning out the work day and supervising the volunteers for each work day. He/she will also update our volunteer database. It will require contacting volunteers and re-connecting many with CEC. It will also include planning and organizing our fall and spring volunteer appreciation dinners. There will also be the opportunity to work to secure donations of items and to solicit funds for volunteer appreciation dinners.