

Wisconsin Conservation Corps
Individual Placement Member Program
Program Year 2024 – 2025



What is Wisconsin Conservation Corps?

The Wisconsin Conservation Corps (WCC) mission is to develop leadership, self-confidence, and a strong work ethic through the active stewardship of Wisconsin's (and Upper Midwest) communities and natural resources. WCC is a division of WisCorps, Inc. a 501(c)(3) conservation corps headquartered in La Crosse, Wisconsin that engages youth and adults in two areas: conservation projects and nature education.

What is AmeriCorps?

AmeriCorps is a voluntary civil society program supported by the U.S. federal government, foundations, corporations, and other donors that engages adults in public service work with the goal of "helping others and meeting critical needs in the community."

What is the Individual Placement Member Program?

The Individual Placement Member Program connects our partner organizations who need help with natural resource conservation, environmental education programs, or capacity-building projects with young conservation professionals looking to break into the field and serve their communities through the AmeriCorps program.

How does it work?

- To participate in this program, you must be a nonprofit or governmental organization based in Wisconsin focused on natural resource conservation or environmental education.
- WCC and the partner organization will work together to negotiate the terms of the Placement Agreement.
- The partner organization will work with WCC to write a Position Description that fits the needs of the organization and aligns with WCC's AmeriCorps grant requirements.
- WCC and the partner organization will actively recruit potential candidates who meet the qualifications specified in the position description. WCC will post the Position Announcement on its website, and social media pages and will populate various job boards. Partner organizations are strongly encouraged to broadcast the Position Announcement on their website(s) and social media pages as well. WCC will conduct the first interview. Should the candidate clear the basic requirements and wish to proceed, he/she/they will interview with the partner organization. The partner organization will make the final decision on which candidate they would like to hire. If an applicant is not hired, the contract is null.
- WCC will execute all steps of the onboarding process once the AmeriCorps Member is selected, including a Member Service Agreement, payroll tax information, background checks, and enrollment in AmeriCorps. WCC will also provide a mandatory AmeriCorps orientation on the Member's first day.
- After the orientation day, the Member will be turned over to the placement site to provide daily oversight, a manageable workload, and tasks that align with the position description. WCC will provide periodic check-ins (remote and in-person) with the Member, approve timesheets, mail bi-weekly living stipend checks, and AmeriCorps-related support. All members are required to complete an end-of-term evaluation. Some members are required to complete a midterm evaluation. Additional terms and information are detailed in the Placement Agreement.

What are the position lengths, dates, and costs?

Position	Type	Start by	# of Weeks	End Date	Stipend/Week	Hours/Week to Schedule	Total Stipend
1700	Outside Placement	9/9/2024	46	8/22/2025	\$ 500.00	40.00	\$ 23,000.00
1700	Outside Placement	10/7/2024	50	8/22/2025	\$ 460.00	35.00	\$ 23,000.00
450	Outside Placement	6/2/2025	12	8/22/2025	\$ 500.00	40.00	\$ 6,000.00

AmeriCorps Individual Placements						
Cost to Host Site						
Slot	Stipend	FICA	Workers Comp	Total Cost	Cost to Site	Notes
1700 Hour Slot	\$23,000.00	\$1,759.50	\$1,359.30	\$26,118.80	\$20,895.04	
1700 Hour Slot	\$23,000.00	\$1,759.50	\$1,359.30	\$26,118.80	\$20,895.04	
450 Hour Slot	\$6,000.00	\$459.00	\$354.60	\$6,813.60	\$5,450.88	

1,700-hour positions **must** start on September 9th, 2024, or October 7th, 2024 to give the Member enough time to complete their service term. 450-hour positions **must** start on June 2nd, 2025. All positions must finish by August 22, 2025, as our grant program year ends on August 31, 2025. This provides the Member with 9 extra days to complete their service hours after their weekly stipend ends if necessary (due to unforeseen circumstances).

Member Benefits?

Stipend - Full-time, 1,700-hour Placement Members receive a \$500 per week living stipend (\$23,000). Quarter-time, 450-hour Placement Members receive a \$500 per week living stipend (\$6,000).

AmeriCorps Education Award – Full-time Placement Members receive a \$6,895 award after completing their term of service. Quarter-time Placement Members receive a \$1,956 award after completing their term of service.

Health Insurance – AmeriCorps health insurance is available for full-time 1,700 Members. This benefit comes at no cost to the Placement Member.

Housing – WCC and Placement Sites are not required to provide Member housing. Placement Sites are allowed to provide housing accommodation should they have the means and or infrastructure to do so.

Food – WCC and Placement Sites are not required to provide Member meals or a food budget. Placement sites are allowed to provide meals should this be built into their program offerings.

Member Time Off?

1,700-hour 46-week Members have enough of a service hour buffer built in to offer time off throughout their term. Assuming the Member serves 40 hours per week, the Member will have the ability to take/miss two full weeks of service. All other Members do not have a surplus buffer built into their term, meaning any missed hours will need to be made up. All planned Member time off should be cleared by both the Placement Site and WCC.

What are the payment terms?

The first payment of 50% of the total balance will be invoiced at the execution of this agreement and will be due before the Member’s start date. The second payment of the remaining balance is due 90 days after the Member’s first day of service. WCC is happy to discuss alternative payment terms should a two-invoice system not be feasible for the Placement Site.

Where can I get more information?

If you have questions or would prefer to set a meeting please email [Holly Pierro](mailto:holly.pierro@wisconsinconservationcorps.org) (holly.pierro@wisconsinconservationcorps.org). Our webpage that advertises our current Individual Placement Member Program openings provides examples of what a service description can look like: <https://www.wisconsinconservationcorps.org/placementsite>

