



Lead Area Hemlock Facilitator Job Description

Volunteer Hemlock Facilitators in each area are the primary local vehicle for directly assisting other property owners. The role, training, and activities of Volunteer Facilitators are fully described in the Volunteer Facilitator Job Description. (Note that an area is usually a county but may also be a part of a county or a combination of multiple counties.)

Because of the large geographic area in north Georgia which comprises the natural hemlock habitat and the diversity among counties, Save Georgia's Hemlocks has developed a Lead Area Hemlock Facilitator role to enhance communication, coordination, tracking, needs identification, etc. such that a higher level of service may be provided to communities. The Lead Area Hemlock Facilitator is to be a fully trained and active Volunteer Facilitator who can provide leadership, guidance and coordination of the Volunteer Facilitators within their area, be an interface with the Save Georgia's Hemlocks organization and be the recognized "face" of SGH in the area.

The primary role and responsibilities of a Lead Area Hemlock Facilitator include the following but may vary by area:

- **Ambassador for and face of SGH**
 - Local representative and contact for SGH
 - Continuous assessment of public awareness and interest regarding infestation
 - Increase of public awareness and motivation to take action
- **Resource to Area and Facilitators**
 - Current information sharing
 - Sources of information, equipment, chemicals and other help available
 - List of local conservation/environmentally oriented organizations with parallel interests, contacts, purpose or mission and role
 - List of local area resource contacts and "clients served" with contact information for master database.
 - List of area events and dates with contacts and contact info for possible SGH exhibition opportunities
 - List of plant/landscape nurseries and garden/chemical supply merchants
 - List of local organizations such as POA's, Master Gardener groups, garden clubs and other civic organizations
 - List of major realtor, rental agencies, property caretakers, etc.
- **Coordinator of Facilitators, Local Projects, etc.**
 - Maintain current list of local, active Facilitators
 - Coordination of charitable service projects, clinics or special events
 - Quarterly reporting of Facilitator hours invested
- **Mentor to Facilitators and Other Resources**
 - Newly trained Facilitators as needed or requested
 - Neighborhoods
 - Sources that have or lend injectors
 - Retailers that carry treatment products
 - Civic and community organizations
- **Needs Identification**
 - Public awareness
 - Clinics and other presentation opportunities
 - Equipment availability and sources
 - Chemical sources
 - Neighborhood hemlock projects
 - Charitable service projects
 - Facilitator training and support needs
- **Information Conduit Between SGH and Area**
 - Directing Hemlock Help LineSM inquiries/referrals to local Facilitators
 - Area information updates to SGH
 - Dissemination of new or different treatment application methods, dosage levels, sources, etc.
- **Recruiter**
 - Facilitators
 - Members
 - Volunteers
 - Local equipment sources
 - Local chemical sources
 - Clinic sponsors