Position Description
1700 Hour AmeriCorps Member
Bannack State Park

Term of service: January 13, 2014 – November 14, 2014

Service schedule: Member will serve a minimum of 1,715 hours over a 44 week term, averaging 41 hours per week with 80 hours of holiday, vacation or sick time

Position Summary:

Bannack was founded in 1862 when John White discovered gold on Grasshopper Creek. As news of the gold strike spread many prospectors and businessmen rushed to Bannack hoping to strike it rich. In 1864, Bannack was named as the first Territorial Capital of Montana. From the late 1860's to the 1930's, Bannack continued as a mining town with a fluctuating population. By the 1950's gold workings had dwindled and most folks had moved on. This National Historic Site is one of Montana's premier State Parks. Within Bannack State Park, exists over 60 abandoned buildings and it is considered one of best preserved Ghost Towns in the west. People from all over the United States and a number of foreign countries have visited this renowned ghost town.

The AmeriCorps member will play an important part in preserving and communicating the significant story of Bannack by implementing programs that improve park lands, expand our educational and interpretive programs, increase our corps of volunteers and enhance our outreach to the community.

Montana State Parks AmeriCorps members perform capacity building activities. Their service revolves around the program goals listed below in order to ensure that they do not displace workers or take part in any prohibited or unallowable activities as outlined in AmeriCorps regulations. Montana State Parks AmeriCorps members *will* likely participate in activities that involve recurring contact with vulnerable populations.

Member will contribute to the following program goals:

- Improve park land
- Expand educational and interpretive programs
- Increase volunteer capacity*
- Enhance outreach and awareness of state parks
- Participate in service activities including National Days of Service**
- Respond to disasters, when called upon to do so by the program

Specific Position Responsibilities:

- Scan, measure, and document photographs, newspapers, and other historic documents pertaining to Bannack's history; create databases on births, marriages, and deaths from archival newspapers.

- Utilize Past-Perfect museum software to create a digital record of the park's photographic and map collection; acquire and conduct oral histories that pertain to Bannack history
- Coordinate volunteer recruitment and management efforts for Bannack Cleanup Day, Bannack Days, Bannack's Living History Event and Ghost Walks.
- Expand upon and implement interpretive programming including educational tours, self guided natural history trail brochure, gold panning presentations, and outreach programming on and off site.
- Create an Interactive Map/Virtual Tour Website for Bannack include video clips of several stories of the structures at Bannack.
- Utilize GPS technology to create GIS layers for roads, trails, buildings and other infrastructure, as well as past and future weed control efforts

Minimum Requirements:

- Over 18 with a high school diploma or GED; college degree or equivalent work experience preferred
- A United States citizen, United States National, or legal permanent resident alien
- Demonstrated leadership skills
- Ability to take initiative, handle multiple projects, track details essential to project completion, analyze information, and meet deadlines
- Strong ability to communicate effectively orally and in writing with diverse groups of people
- Demonstrated ability to work independently and as part of a team
- Basic computer proficiency
- Passion for the outdoors and enthusiasm for enhancing Montana's state parks
- A driver's license and personal means of transportation within the state of Montana
- Must pass a national service criminal history check

Benefits:

- Living allowance of $12,100 over 44 week term of service
- An AmeriCorps Education Award of $5,550 upon successful completion of service. This award can be used to pay education costs at qualified institutions of higher education, for educational training and resources, or to repay qualified student loans. Members aged 55 and over may transfer the education award to a child, grandchild or foster child.
- Eligible for deferment on qualified student loans
- Guaranteed health benefits and child care assistance if qualified
- Experience and training working in the fields of outdoor recreation, parks management, interpretive services, and volunteer management
- Opportunity to live, work and be part of the team amid the natural wonders and cultural heritage of Montana State Parks

* Volunteers support the management and operation of Montana State Parks. They do not take part in any prohibited or unallowable activities as outlined in AmeriCorps regulations.
**Service activities will center around the preceding program goals as well as provide unique opportunities for members to engage in service to non-profit community organizations that provide support to those in need, including victims of national disasters, the poor, veterans, homeless animals, and other groups. Service projects will take place on and around designated National Days of Service as well as other AmeriCorps organized events, such as member trainings. Service activities will not include any prohibited or unallowable activities as outlined in AmeriCorps regulations.

The Montana State Parks AmeriCorps Program, as administered by the Montana Department of Fish, Wildlife and Parks, shall provide equal access to opportunities provided by the Program and shall not discriminate against any person because of race, creed, color, religion, sex, national origin, age, physical or mental disability, sexual orientation, or gender identity. Minority candidates are encouraged to apply. Reasonable accommodations will be provided for qualified individuals with known disabilities unless doing so would result in an undue hardship. The accommodation must be essential for the Member to perform his/her service successfully. Funds for reasonable accommodations are available for use by members with disabilities who have been offered a position with an AmeriCorps Program and require an accommodation to fulfill the essential functions of their service.

Applicant Certification

I certify that I have reviewed this Position Description and understand the general roles and responsibilities of this Montana State Parks AmeriCorps position

Member Name _____

Member Signature _____ Date _____