Position Description
1700 Hour AmeriCorps Member
Lone Pine State Park

Term of service: January 12, 2015 – November 13, 2015

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:
Lone Pine State Park, located just outside of Kalispell, provides many recreational and educational opportunities for locals and those traveling through the area. The park has an interactive visitor center, exceptional scenic overlooks, and over seven miles of hiking trails. Lone Pine State Park has a long history of providing quality interpretive and educational programs to youth and adults. With the proximity to Kalispell, Lone Pine State Park offers a perfect outdoor classroom setting, providing area youth multiple interactions with and in nature. As such, this position will coordinate the educational and interpretive programs at the park, to include school field trips, guided hikes, and youth programs throughout the year, as well as free national events. Additionally, this position will increase volunteerism, particularly with volunteers who could assist in presenting educational programs and groups who would assist in volunteer work days. This position will increase public outreach and awareness through the use of the park's Facebook page and interaction with the Friends of Lone Pine.

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:

- Coordinate the Conservation Education Program, including scheduling and presenting school field trips.
- Increase volunteerism, by recruiting volunteers to assist with conservation education program and other youth programs.

- Coordinate park land improvement projects and recruit volunteers for National Trails Day and National Public Lands Day events.
- Facilitate educational and interpretive programs as outlined on the Lone Pine calendar of events, including youth programs, guided hikes, and national events.
- Present formal and informal interpretation to visitors in the visitor center and on the trails and park grounds.
- Expand public outreach through the use of Facebook.
- Expand public outreach and awareness through involvement in the Friends of Lone Pine.
- Perform other AmeriCorps-related duties, as assigned.

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 $5,645 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, education, community outreach, and volunteer management
- Opportunity to live, work and be part of the team amid the natural wonders and cultural heritage of Montana State Parks

* Volunteer activity facilitated by AmeriCorps members supports the management and operation of State Parks. These activities do not include 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, individuals and families in poverty, 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 _____