Position Description 900 Half Time AmeriCorps Member Smith River and Sluice Boxes State Parks



Term of service: March 10, 2014 – August 15, 2014

Service schedule: Member will serve a minimum of 910 hours over a 23 week term, averaging 41 hours per week with 40 hours of holiday, vacation or sick time

Position Summary:

Smith River State Park is a 59-mile stretch of river located in north-central Montana that is managed as a state park in cooperation with the United States Forest Service. Permits to float the river are awarded through a random lottery with an average of 5,000 floaters per year. Successful permit holders spend an average of 4 days, three nights on the river. Noted for the spectacular scenery located in a rugged limestone canyon, recreational opportunities include floating, camping, sightseeing, fishing, hiking and wildlife viewing.

Sluice Boxes State Park is a primitive 1450 acre linear park that borders Belt Creek 35 miles southeast of Great Falls, Montana. A 7 ½ mile, non-motorized, through-trail intersects Belt Creek at 13 crossings within a deep and scenic limestone canyon. Recreational opportunities include hiking, floating, fishing, backcountry camping, sightseeing and wildlife viewing.

The AmeriCorps member will design and implement desired Management Direction(s) identified in the recreation management plan for Smith River State Park and River Corridor. This includes designing improved electronic and print media regarding the issues of public information and education, public safety and emergency operations, human/wildlife conflicts and food storage and human waste disposal. The member will also facilitate implementation and public education of approved management actions/regulations borne from a newly formed Bear Management Committee.

The AmeriCorps member will also develop a park brochure for Sluice Boxes State Park and improve the public safety and Leave No Trace (LNT) outdoor ethics information on the Sluice Boxes State Park website.

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 production of a 15-20 minute float-trip planning video for Smith River and possibly Sluice Boxes
- Facilitate development of a progressive risk management program
- Improve floater safety information in floater packet, Smith River website and Smith River map
- Improve Leave No Trace (LNT) information in floater packet, Smith River and Sluice Boxes websites and Smith River map
- Enhance the River Ranger Orientation Talk (LNT, safety, regulations)
- Coordinate public education materials and demonstrations of newly approved management actions and/or regulations regarding food storage and approved techniques and human waste management
- Coordinate recruitment and training of volunteer hosts at the Camp Baker put-in and Eden Bridge take-out, and Sluice Boxes State Park
- Execution of the position responsibilities will require the member to occasionally serve overnight at the Camp Baker put-in and tent camp on the Smith River for 2-4 nights at a time
- Develop a park brochure for Sluice Boxes State Park and enhance Sluice Boxes website with additional safety and LNT outdoor ethics information
- 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
- Advanced computer proficiency; Adobe In Design software program experience desirable
- 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 \$5,280 over 23 week term of service
- An AmeriCorps Education Award of \$2,775 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
- 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		
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Member Signature	Date	