

# Position Description

## 675 Reduced Half Time Member

### Location: Makoshika State Park



**Term of service:** June 2, 2014 – October 3, 2014

**Service schedule:** Member will serve a minimum of 690 hours over an 18 week term, averaging 42 hours per week with 40 hours of holiday, vacation or sick time

**Position Summary:** Makoshika State Park is Montana's largest state park and provides resource management and protection for 11,531 acres of badlands topography in the Great Plains ecosystem of eastern Montana. Makoshika's paleontological, geological, biological, cultural and historical resources provide a stunning backdrop for visitors interested in exercise and learning experiences within a badlands ecosystem.

Makoshika State Park has twelve miles of existing and proposed trails; physical and interpretive improvement of our trail system will provide improved visitor experiences, promote safe recreational activity, and increase visitor opportunities for education through interpretive and recreational activities. Improved trails provide many recreational opportunities, including exercise, exploration, education and plant and wildlife viewing. Well designed and marked trails also provide a safe experience by keeping hikers clear of dangerous areas.

The AmeriCorps member will be under the supervision of Park Ranger Tom Shoush. The park ranger will meet daily with the member and supervise the member's assessment and development of the park's trail system and the development of materials and procedures necessary to provide interpretive services to the park's trail users. This project will require hiking on uneven terrain in adverse weather conditions, working in an administrative capacity in the development of interpretive materials, and providing in-field interpretive services to park visitors.

Park management anticipates making the AmeriCorps member an important part of our team. As part of this team, the AmeriCorps member will be included in appropriate training, meetings and community outreach.



### **Specific Position Responsibilities:**

- Coordinate the creation of a park-wide recreational and interpretive trails development plan. The development plan will establish short and long term needs and courses of action necessary to provide ongoing development and interpretation of the park's trail system. The plan will include physical identification of the park's existing and proposed trail system, identifying cost and logistical needs necessary to develop and maintain the trail system, and creation of a trail interpretation plan to guide the park's future interpretive offerings
- Identify, through physical assessment and use of visitor surveys, hazards, obstacles and needs affecting the park's ability to provide a significant interpretive trail offering. This assessment will identify locations where additional directional and interpretive signage is necessary, as well as identify trail characteristics and difficulty levels within the park's trail system to provide a balanced and informed offering to meet user preferences
- Participate in the park's trail maintenance program, including typical care and improvements necessary to maintain existing trails as well as work in establishing new trail miles within the system
- Develop interpretive materials and programming guidelines necessary to direct the park's future interpretive offerings, including identifying trail interpretive needs - such as signs, markers and overlooks - as well as developing brochures and other interpretive materials for use by trail users and by park staff in providing structured interpretive offerings on park trails
- In concert and solely, conduct guided hikes and talks on the park's trails and at other significant interpretive sites within the park. As part of such work, engage visitors in discussion through query and surveys to assess visitor impressions, needs and suggestions to guide future trail development in the park
- Enhance community outreach and participation in park trail projects and offerings in the park by engaging the community, through planned and spontaneous methods, to better understand the park's role in providing recreational and interpretive services to the community and their guests.
- Identify volunteer interpretive services opportunities and expand the park's volunteer base and participation level in park trails projects and interpretive offerings, including the establishment of a park annual volunteer trail maintenance day as well as developing guidelines for use by the park in the training and utilization of volunteers in providing interpretive trail services within the park

**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 \$3,600 over 18 week term of service
- An AmeriCorps Education Award of \$2,114 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 \_\_\_\_\_

Member Signature \_\_\_\_\_ Date \_\_\_\_\_