

# Position Description

## 1700 Hour AmeriCorps Member

### Travelers' Rest State Park



**Term of service:** January 17, 2017 – November 18, 2017

**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 "Time not served" to be used as holiday, vacation or sick time in addition to regularly scheduled weekends.

#### **Position Summary:**

[Travelers' Rest State Park](#) (TRSP) contains the only scientifically verified Lewis and Clark campsite in the nation. This Location is also in the ancestral homeland of the Bitterroot Salish, therefore this National Historic Landmark has been a crossroads of culture since time immemorial. Bisected by Lolo Creek, TRSP provides a unique place for experiential learning year-round, with a focus on Lewis and Clark and Native American history, and how those people were sustained by the landscape around them.

Place-based education and interpretation lie at the heart of Travelers' Rest State Park. Working with staff and volunteers, TRSP has become a destination for students and teachers from across western Montana, teaching standards driven field trip curriculum related to Lewis and Clark, Native American culture, and natural history. Between January and August 2016, more than 1,500 students from at least 15 communities took part in these field trips at Travelers' Rest. 2016 also saw the continuation of the Travelers' Rest State Park Trekker Kids, a weekly program focused on hands on activities for area children. Additionally, through staff, volunteers and AmeriCorps, we strive to provide meaningful interpretation to the growing number of visitors to Travelers' Rest.

Housing for AmeriCorps members is available at Travelers' Rest Park. Nominal rental fees will be charged per Department Policy. This position is also located less than 10 miles from the college town of Missoula Montana.

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:**

- Improve park land
  - Works with Park Staff to plan and implement land improvement projects
- Expand educational and interpretive programs
  - Develop, schedule, coordinate and lead at least two single day camps to provide activities for local children on days when school isn't in session.
  - Evaluate existing curricula, modify or improve if necessary.
  - Oversee the Travelers' Rest State Park Education Program, which includes: serve as lead teacher for the field trip program; coordinate all field trips and classroom outreach; lead evaluation efforts of the education program.
  - Lead the expansion of the TRSP Trekker Kids Program, with an emphasis on year-round activities designed to immerse children in history and nature at TRSP.
  - As part of the Travelers' Rest team, become knowledgeable of the history and natural history at TRSP and share that knowledge with park visitors in formal and informal settings (visitor center, roving interpretation, formal interpretive programs, etc.)
- Increase volunteer capacity
  - Recruit and train additional volunteer educators; as well as train existing volunteer educators on updated field trip content and current best practices
- Enhance outreach and awareness of state parks
  - Collaborate with staff and volunteers to develop a series of family and community programs designed to celebrate the convergence of human and natural history at this National Historic Landmark.
  - As part of the TRSP team, assist in the coordination all program series, including guided tours, Corps of Discovery Campout, Expedition Days, Bitterroot Culture Camp and more.
  - Cooperate with other AmeriCorps members and state parks staff in coordination of special events, community festivals, and National Days of Service.
  - Work with non-profit partner, Traveler's Rest Preservation and Historical Association on marketing, outreach, and program evaluation.
- As part of the Travelers' Rest team, become knowledgeable of the history and natural history at TRSP and share that knowledge with park visitors in formal and informal settings (visitor center, roving interpretation, formal interpretive programs, etc.)
- 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
- Demonstrated ability to work with a diverse group of park volunteers.
- 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
- Must be flexible and able to adapt to changing circumstances.

**Benefits:**

- Living allowance of \$12,530 over 44 week term of service
- An AmeriCorps Education Award of \$5,775 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
- 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

**To Apply:**

Montana State Parks AmeriCorps only accepts applications through the [my.americorps.gov](http://my.americorps.gov) portal. To apply, you can follow the link [HERE](#) to our application within [my.americorps.gov](http://my.americorps.gov). Please note, there is only one application for all of our 1700 hour positions, placement preference will be assessed during the interview process. Applications are accepted through January 1, 2017.

\* 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.*