

# Position Description

## 900 Hour AmeriCorps Member

### Travelers' Rest State Park

#### Lolo, Montana (Located near Missoula)



**Term of service:** April 9, 2018 – September 14, 2018

**Service schedule:** Member will serve a minimum of 915 hours over a 23 week term, averaging 41 hours per week with 40 hours of "Time Not Scheduled to Serve" to be used as sick, vacation, or other personal leave.

#### **Position Summary:**

Travelers' Rest State Park (TRSP) contains the only scientifically verified Lewis and Clark campsite in the nation. Located in the ancestral homeland of the Bitterroot Salish, 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.

Working with a diverse group of partners, Travelers' Rest State Park hosts a variety of events each year and also participates in outreach at many festivals and markets around the Missoula area each year. These events help to introduce new audiences to the opportunities at Travelers' Rest and other State Parks located near Missoula, MT. AmeriCorps members in this position will have the opportunity to collaborate with an array of partners to provide unique and inspiring events at Travelers' Rest State Park.

Housing for AmeriCorps members is available at Travelers' Rest Park. Nominal rental fees will be charged per Montana's Department of Fish Wildlife and Parks Policy.

#### **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:**

Travelers' Rest State Park works with a diverse group of community partners to host several special events throughout the year, as well as numerous outreach events in western Montana communities. Utilizing an AmeriCorps member to coordinate these events could increase the capacity of these events and the Lolo community. An overview of responsibilities are:

- Improve Park Land
  - Expand and enhance the Native Plant Demonstration Area, identify and secure additional plants to be added to the area, and keep area free of weeds
- Education and Interpretation
  - 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.)\
    - Expand on interpretive materials in the Native Plant Demonstration Area, including tribal consultation and information.
    - Conduct the Corps of Discovery Campout and Expedition Days with existing and new partnerships.
    - Conduct the Bitterroot Culture Camp – a multiple day camp brings together middle school students from the Flathead Indian Reservation with their peers from the Bitterroot Valley (the ancestral homeland of the Bitterroot Salish).
- Volunteer Management
  - Coordinate volunteers to support the Corps of Discovery Campout and Expedition Days, as well as the Bitterroot Culture Camp
  - Recruit and manage volunteers to enhance the Native Plant Demonstration Area.
- Community Outreach Events
  - Leverage existing partnerships and forge new connections in support of the member’s projects.
  - Coordinate with Missoula based Parks staff and other AmeriCorps members to provide outreach at selected community events and festivals.
  - Work with identified partners to assure that TRSP is a major player in the events and in the future development and marketing of bicycle efforts in west central Montana.
  - Conduct media outreach efforts for the many events happening at TRSP.
  - Promote events and service days designed to improve the Native Prairie Demonstration Area
- 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 the requirements of the National Service Criminal History Check

**Benefits:**

- Living allowance of \$5,175 over a 23 week term of service
- An AmeriCorps Education Award of \$2,907.50 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, 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 portal. To apply, you can follow the link [HERE](#) to our application within my.americorps.gov. Please note, there is only one application for all of our 900 hour positions, placement preference will be assessed during the interview process.

\* 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.*