

Position Description

675 Hour AmeriCorps Member

Lone Pine State Park: Kalispell, MT



Term of service: April 10, 2017 – August 11, 2017

Service schedule: Member will serve a minimum of 685 hours over an 18 week term, averaging 41 hours per week with 40 hours of “Time not served” to be used as holiday, vacation or sick time in addition to regularly scheduled weekends.

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, over seven miles of hiking trails, and an extensive interpretation and education program.

West Shore State Park is beautiful park on the shores of Flathead Lake, offering excellent camping opportunities, a year-round boat launch, over three miles of hiking trails, and majestic views of Flathead Lake. Lone Pine and West Shore State Parks receive a high amount of visitation during the summer months. Most visitors do not have direct contact with a staff person well-versed in interpretation; therefore it is important to have high-quality, up-to-date interpretive panels available for visitors. This position would focus on improving written interpretation through the creation interpretive panels at West Shore State Park, implementing the new trail sign plan for Lone Pine State Park trail system, while engaging in formal and informal interpretation at Lone Pine State Park.

In addition, this member would recruit volunteers and coordinate park land improvement projects for National Trails Day. This position would serve both state parks, but would be stationed at Lone Pine State Park.

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
 - Coordinate National Trails Day events
 - Recruit and coordinate with a group to perform a volunteer work day to improve park land.
 - Implement the new trail sign system at Lone Pine State Park.
- Expand educational and interpretive programs
 - Meet with advisors, develop themes, and design interpretive panels for West Shore State Park.
 - Present formal and informal interpretation to visitors in the visitor center, on school field trips, on the trails and park grounds.
- Increase volunteer capacity
 - Recruit and manage volunteers for land improvement projects.
- Enhance outreach and awareness of state parks
 - Expand public outreach through the use of Facebook for Lone Pine and Flathead Lake State Parks.
- 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 \$4,050 over 18 week term of service
- An AmeriCorps Education Award of \$2,200 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 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 1700 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.