

# Position Description

## 1700 Hour AmeriCorps Member

### Milltown, Frenchtown, Council Grove & Fish Creek State Parks



**Term of service:** January 18, 2022 – November 18, 2022

**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 Scheduled to Serve” to be used as sick, vacation, or other personal leave.

#### **Position Summary:**

This AmeriCorps member will conduct activities that will enhance community outreach and build community support at popular parks near Missoula, Montana. This project includes: coordinating educational and interpretive programs and collaborating in all special events; collaborating with local schools and non-profits in land improvement projects including, noxious weed pulls, trail rebuilding efforts, and conducting targeted outreach activities to community, civic, school and youth groups.

The Hellgate District, as we like to call it, incorporates all three parks, Council Grove, Frenchtown Pond and Milltown. (Fish Creek is a stand-alone park.) Each park is uniquely different and has made strides with the help of past AmeriCorps members.

Milltown State Park is one of the youngest parks in the Montana state park system. It is still a work in progress and new areas such as the Bandmann Flats Trailhead are slated for the future (and the possible acquisition of the Blackfoot River Trail). With the new, and expanding, park, there are abundant opportunities for an AmeriCorps member to help with the development of interpretive resources and programming, volunteer mobilization, community outreach and land improvement.

Frenchtown Pond State Park is a prominent, high use park for the communities of Frenchtown, Huson, and Nine Mile, as well as the greater Missoula area. This park has seen wonderful progress in its junior ranger program and interpretive events thanks to previous AmeriCorps members. The AmeriCorps member would expand these events to an already interested audience to create stewards of the site. This member would also help with the development of interpretive resources at the park which has not been present but needed.

Council Grove State Park is cultural site within the Montana State Park system. It is the signing place of the Hellgate Treaty in 1855 between the United State Government and the Confederated Salish and Kootenai Tribes of Montana. The AmeriCorps member would play a key role in community outreach and building better user relationships with the public and



the land. This member would also help with volunteer activities, land improvement and interpretive resources.

Fish Creek State Park is in the midst of a major, interdivisional, weed management effort. AmeriCorps members in the past have played an important role in the collection and distribution of biocontrol insects and could continue in the future.

The ideal candidate would have strong writing skills, an interest in human and natural history and some background in GIS. The candidate should enjoy working with community members and the public and have experience in working in the outdoors in a variety of conditions.

This position is based in Missoula, Montana, the state's second largest urban area and home to the University of Montana. Missoula has a lively cultural scene and great recreational access to nearby public lands and rivers. 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
  - Work with park staff and other regional AmeriCorps members to develop and organize region wide service days that include trail maintenance and/or construction, weed control, habitat enhancement, stream bank stabilization and historic building preservation.
  - Conceive and implement a stewardship project involving an interpretive presentation and a resource management project and participant follow-up.
  - Contribute to park improvement projects including trail development, native landscaping, and stream bank restoration.
- Expand educational and interpretive programs
  - Coordinate, develop and lead interpretive programs.
  - Write and edit draft content for interpretive media including exhibits and ARC GIS Online Story Maps.
  - Facilitate school programs and field trips.
- Increase Volunteer Capacity

- Build on earlier AmeriCorps efforts to catalyze and provide capacity building assistance to a new park friends group.
- Organize volunteer events, including Earth Day, National Trails Day, National Public Lands Day, involving resource management and interpretation.
- Work with teachers and education organizations to identify potential new sources for peak season volunteers.
- Enhance outreach and awareness of state parks
  - Conduct targeted outreach to community, civic, school and youth groups.
  - Organize park events such as Solstice Saturday, The Big Paddle, Labor Day, and Indigenous Peoples Day.
  - Enhance the park's social media presence to encourage and sustain participation in park activities.
  - 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 \$16,000 over 44-week term of service
- An AmeriCorps Education Award of \$6,345 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 childcare 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.

**Application Deadline:**

Applications are due by December 10, 2021.

\* 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.*