

Position Description

1700 Hour Montana Recreational Park Steward

Location: Seeley Lake, Montana



Term of service: January 18, 2021 – November 19, 2021

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 position will be based out of one of Montana most wonderfully scenic mountain communities, Seeley Lake! Small town charm with a close-knit community, neatly nestled in a pristine mountain valley where outdoor recreational opportunities abound.

This position will involve work that needs to be completed at three separate nearby parks including: Placid Lake, Salmon Lake, and Beavertail Hill State Parks. The exact daily routine will be agreed upon by the supervising Park Manager and the AmeriCorps applicant. It is the desire of the Park Manager to direct and focus efforts based upon the greatest strengths of the AmeriCorps applicant.

This AmeriCorps member will be tasked with both increasing and enhancing outdoor recreational opportunities in these three parks by enhancing public interpretation programming, disseminating information to our visitors about park rules and park offerings, and organizing (when appropriate performing individually) work projects and materials needed to repair or stabilize boards on benches and boardwalks. These reports will necessitate compiling materials lists and organizing the required manpower to complete the work in a satisfactory time frame. Of the three parks the AmeriCorps member will be assigned, the primary goals of each park include: Beavertail Hill, amphitheater seat board replacement and improvement, & Interpretive programming facilitation. Placid Lake, Data collection in conjunction with neighboring land agencies to help best determine future management objectives within the park boundaries as well as the corridor entering the park where many people camp unmanaged to afford themselves immediate access to park infrastructure and resources (of which the park infrastructure was not initially designed to accommodate outside the park boundaries), & Interpretive programming facilitation. Salmon Lake, recruiting the materials and labor force necessary to re-build a ~80' section of boardwalk that traverses a riparian area, & Interpretive programming facilitation.

It is the desire of Montana State Parks that the AmeriCorps candidate will work with local citizens, school children, potential partnering agencies and businesses, and any advocacy group members to invoke their active participation in field work at the State Parks. These efforts will require the AmeriCorps candidate to actively engage people in classrooms, and potentially give presentations at appropriate group functions such as meetings.



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:

- Coordinate and facilitate weekly interpretive “campfire programs”.
- Develop and maintain each of the three parks “calendar of events” into regional coordinators for inclusion into statewide promotional networks.
- Assist in the collection of field data in the corridor entering Placid Lake State Park that has exploded with unforeseen recreational camping use over the past 10-years, resulting in concerns for overtaxing park infrastructure and resources that were not designed to accommodate the high volume of use from both park users/campers as well as the campers and visitors from these adjacent locations.
- Coordinate and facilitate public volunteer efforts to improve the natural state of each park with removing invasive non-native plants.
- Coordinate and facilitate public volunteer efforts to plant native trees and plants to enhance the parks natural environment.
- Improve existing trail guides and other educational or interpretive materials.
- Recruit the necessary materials and labor force to replace an approximately 80’ section of boardwalk that traverses a riparian area.
- Conduct light trail maintenance, litter patrols, and noxious weed control on existing trails.
- Collect and prepare a park interpretive sign inventory folder, ensure that any signs deemed out of date are replaced with approved signage.
- Actively participate in Regional Parks promotional events such as weekly craft fairs and farmers markets.
- Network and recruit with local schoolchildren, community members, and advocacy groups to rally around park needs as a regular ongoing location to volunteer their time and talents.
- Assess and fix bench boards used for seating in a amphitheater, also make recommendations to park manager for correcting and enhancing the current seating with more seating and/or realignment of existing bench seating.

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 \$14,279 over 44 week term of service (\$325/week)
- An AmeriCorps Education Award of \$6,195 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.

Application Deadline:

Applications are due by December 4, 2020.

* 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.