

# Position Description

## 1700 Hour Montana Heritage Park Steward

Location: Chief Plenty Coups State  
Park



**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 is based in one of the most history rich sites for Crow culture and community in all of Montana. Chief Plenty Coups State Park is a historical and cultural park with unique features that include an interpretive visitor center with a collections room and artifacts, Chief Plenty Coups' original log cabin home, sacred medicine spring, and the Chief Plenty Coups family gravesite. The park is located on Chief Plenty Coups' original allotment and is located on the Crow Indian reservation. The parks location in Pryor, makes it the prime location for community birthday parties, graduation celebrations, family reunions, school events and pow wows, as well as sweat lodges and other culture-based activities.

The AmeriCorps member will work with the park ranger to teach strong interpretative programs for grades K-12. They will work with the local schools and teachers to build cultural programs to be hosted onsite and offsite. Chief Plenty Coups State Park teaches ~1,900 school children each year in the spring and fall and is the venue for a culture and language-learning camp in the summer for the local Crow children. The park also hosts teacher-training workshops for continuing education credits, as well as larger educational conference tours for educators, historians, and travel bloggers.

The AmeriCorps member will continue the volunteer program through working with the local communities and organizations to establish a strong foundation of volunteers for special events in the park. The AmeriCorps member will also help coordinate and support the annual Chief Plenty Coups Day of Honor, a highly popular event over 25 years running. The AmeriCorps member will contribute to these events through a variety of tasks, from marketing and donation solicitation to community organizing and volunteer recruitment/coordination.

Chief Plenty Coups State park totals 195 acres, with 155 undeveloped (leased hayfields and wildland habitat) and 40 acres developed and maintained by staff. The AmeriCorps member will assist in maintaining the park's picnic areas, trails, and historical sites. The AmeriCorps member



will also assist in identifying noxious weeds in the park and updating and implementing a noxious weed management plan.

The AmeriCorps member will also be responsible for updating the Park's presence on the internet, keeping our followers up to date on events, programs, animal sightings, and new merchandise in the regionally popular gift shop.

Housing for the AmeriCorps member is provided on-site at the park. Housing is an RV trailer with utilities (propane, internet, electricity) and other housing needs paid for by the park. The park is only 40 minutes from Billings (the largest city in MT), 1 hour and 10 minutes from Red Lodge and the iconic Beartooth Highway (skiing and snowboarding from season opening to June, along with hiking, biking, and fishing in the spring, summer, and fall), 3 hours from Yellowstone National Park (Northeast entrance), and 45 minutes from the Billings International airport allowing for a wide range of adventures throughout the year. Another benefit of this on-site housing is the opportunity to be a part of the unique community of Pryor.

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
  - Develop a National Public Lands Day Event
  - Help coordinate and implement Park's infrastructure projects
  - Update and implement noxious weed management plan with the Ranger to combat the spread of noxious weeds within the park
- Expand educational and interpretive programs
  - Develop educational and interpretive programs including history and biology of park for elementary, middle school, and high school children. This could include making implements and pieces for traditional games and/or processing buffalo hides for construction of educational pieces.

- Responsible for updating the Park's internet presence on social media sites such as Facebook and Instagram.
- Assist other Region 5 parks with developing educational curriculums
- Increase volunteer capacity
  - Develop a volunteer program that includes recruitment, retention, and recognition of volunteers
  - Volunteer at the Pryor Food Pantry once a month
- Enhance outreach and awareness of state parks
  - Help coordinate special events, including our annual Chief Plenty Coups' Day of Honor event
  - Help with the marketing of the park, special events, and interpretive and educational programs
  - Coordinate with other regional state parks to assist with projects and educational events

#### **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.*