

# Position Description

## 1700 Hour AmeriCorps Member

### Makoshika State Park

#### Location: Glendive, MT



**Term of service:** January 15, 2019 – November 15, 2019

**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 fantastic opportunity to work at the number one ranked state park in Montana will give the AmeriCorps member access to many amazing opportunities in the largest state park in the Montana State Park system. Makoshika State Park is over 11,500 acres in size and receives almost 100,000 visitors a year. The park has a visitor center, campground, amphitheater, pavilion, 11 designated trails, archery range, disc golf course, and plenty of majestic views.

Makoshika State Park also has a paleontology lab. The park is world-wide known for its dinosaur fossils. Over 10 species of dinosaur fossils have been found in the park including the famous Tyrannosaurus Rex and Triceratops. Makoshika State Park is also rich in geological, biological, cultural and historical resources.

This important AmeriCorps member position will implement the education curriculum and STEM programs and coordinate with staff and lead the education programming during the educational field trip season and help support staff during the summer youth program series. The AmeriCorps member will also recruit volunteers, help support trail work, promote the park at community events and work with the local community college using the park for educational purposes. This position will also support some of these duties at Brush Lake State Park, Medicine Rocks State Park and Pirogue Island 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
  - Assist staff with spraying, pulling, releasing biological control and helping with the sheep grazing plan to eliminate leafy spurge and other noxious weeds.
- Expand educational and interpretive programs
  - Work with the ranger and volunteers presenting the curriculum and STEM programs.
  - Help support our traditional summer youth program series.
  - Help enhance the park's paleontology education programming by working with the Museum of the Rockies staff
- Increase volunteer capacity
  - Help support the Friends of Makoshika non-profit group by supporting their recruitment of volunteers
  - Coordinate with the community service volunteers by setting up projects for them to complete and retain them for future volunteer projects
- Enhance outreach and awareness of state parks
  - Will be a liaison between the local community college and the state park and assist in projects that will be completed between the park and the educational institution.
  - Helping staff park information tables at local and regional 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 \$13,732 over 44 week term of service
- An AmeriCorps Education Award of \$5,920 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](http://my.americorps.gov) portal. To apply, you can follow the link [HERE](#) to our application within [my.americorps.gov](http://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 1, 2018.

\* 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.*