

Position Description

1700 Hour #2 Montana

Natural/Heritage/Recreational Park

Steward

Makoshika 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 fantastic opportunity to work at one of Montana's premier state parks 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 Tyrannosaurs Rex and Triceratops. Makoshika State Park is also rich in geological, biological, cultural and historical resources.

This valuable AmeriCorps member position will help implement the education curriculum and programs that align with Montana Core Content Standards. As well, coordinate with staff and support the education programming during the educational field trip season and support staff during the summer youth program series. The position will also help develop the annual National Fossil Day event that takes place in October and lend support to the Friends of Makoshika non-profit support group throughout their service term. Another job duty will include creating projects for community service volunteers and retaining the volunteers for future projects. The AmeriCorps member will support trail maintenance projects by coordinating volunteers to maintain the park's 11 designated trails through the Adopt-A-Trail program. 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 pulling weeds, releasing biological control into noxious weeds, mapping leafy spurge patches and helping with the sheep grazing plan to eliminate leafy spurge and other noxious weeds.
 - Get familiar with Adopt-a-trail volunteers and assist in recruiting and retaining volunteers, as well as working to schedule each group to come twice annually to check their trail.
 - These volunteer groups are a much needed asset in keeping the 11 designated trails maintained. We currently have four trails adopted by community groups and families and are always recruiting more.
 - Improve the Brush Lake State Park trail loop. A revegetation project took place this past year and a trail section along the lake received some maintenance work which will continue into 2021. Both 1700hr AmeriCorps will assist in this project in order to knock it out during summer 2021.
- Expand educational and interpretive programs
 - Work with the park ranger, volunteers and possible other AmeriCorps members presenting the educational curriculum, improve education trunks and creating programs that align with Montana Core Content Standards.
 - Help support our traditional summer youth program series. The member will be responsible for developing one summer youth program lesson plan while supporting the lesson plans for the other Youth Program events. They will also attend the Youth Camp Out hosted the first week of August in the park.
 - The AmeriCorps member will develop and present a program for the annual campfire program series.
 - Assist the seasonal Paleontology Intern in presenting the “Paleo Experience”, a visitor center tour, paleo lab tour, and activity that takes place every Saturday during the peak season.
 - Support virtual education series for our social media pages throughout the spring if school groups are not able to attend programs on site.
- Increase volunteer capacity
 - Coordinate with the community service volunteers by setting up projects for them to complete and retain them for future volunteer projects. This can be trail

work on our not yet adopted trails, maintenance projects, etc. This includes being responsible for the volunteer members in Adopt-a-Trail, getting to know the volunteers and staying in touch to set up clean up dates.

- Work with Friends of Makoshika by supporting and organizing the non-profit group and recruit new volunteers for the support group. Assist in Friends of Makoshika's annual Buzzard Day event that takes place each June.
- Enhance outreach and awareness of state parks
 - Work with the ranger and additional AmeriCorps members in developing the annual National Fossil Day event in Makoshika State Park. The event is a great outreach tool and helps the park strengthen its relationships with the other paleo partners in the community. The member would be responsible for staying in contact with partners of The Glendive Dinosaur Consortium throughout the public in order to organize and facilitate this event.
 - This member will become active in Glendive's non-profit recycling group, GROW, to assist during board meetings, recycling drives, and other community events they may need extra help with.
 - Continue conducting visitation surveys throughout Makoshika, Medicine Rocks and Pirogue Island State Parks as the 2020 AmeriCorps members did.
 - Participate in annual ZONTA event and Bridge Day, both community outreach events that take place in Glendive each summer/fall.

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.