



**CONSERVATION
LEGACY**



Community Volunteer Ambassador – Wilson's Creek National Battlefield

Location: Republic, Missouri

Position Details:

Stewards Individual Placements, a program of Conservation Legacy, provides individuals with service and career opportunities to strengthen communities and preserve our natural resources. The Community Volunteer Ambassador (CVA) Program combines the strength of a national leader in conservation service with the National Park Service to train a diverse group of emerging leaders to assist park units in building lasting connections to communities.

There are many opportunities for outreach and volunteerism that have not been realized at Wilson's Creek due to limited staffing. We hope that the CVA can assist with the initial lift to identify opportunities and make connections to bring in more diversity within the volunteer group and help the greater community connect to the resources and stories at Wilson's Creek.

Site Description

Wilson's Creek National Battlefield was founded in 1960 in order to commemorate the Battle of Wilson's Creek that occurred August 10, 1861. The unit is comprised of a five-mile tour road, a visitor center, and five walking trails. Interpretive operations and programs are currently going through a transition and change in leadership and staffing. Staff and volunteers are excited about potential opportunities and open to change.

The park has approximately 60 volunteers who help regularly, primarily in the research library, or with interpretation. Interpretive volunteers assist with education programs, house tours, and artillery/small arms demonstrations. The park has additional volunteers that help with special events a few times throughout the year.

Position Responsibilities:

- Reconnect and work with local universities including Missouri State, Drury, Evangel, and Ozark Technical Community college to increase knowledge about jobs in the NPS, and opportunities at the volunteer at an NPS site in their own "backyard".
- Connect with the Educational Outreach Coordinator for the Department of Environmental Resources in Springfield MO to assess collaborative opportunities.
- Reach clubs and student groups such as area Boys and Girls clubs to identify ways we can engage and support marginalized groups including students of low socio-economic status. Expand summer program opportunities for these groups.
- Develop programming to present at career days for area schools.
- Identify area high schools with volunteer service requirements. Create a list with pertinent information about requirements and contacts to reach out to.
- Identify and develop procedures for student-based service-learning projects.
- Update the volunteer handbook and training materials. This includes adding resources and training related to diversity, equity, and inclusion.
- Assess and arrange for additional training needs for volunteers.
- Review position descriptions and job hazard analyses and provide suggestions for updates.

CVA Minimum Requirements:

- Communicates clearly and asks questions to clarify when uncertain of expectations.
- Maintains a positive attitude when working with the public.

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- Creative problem solver
- Works well with others including from other generations and beliefs.
- Reports successes and failures and works to improve.
- Open to feedback.
- Able to follow a schedule and manage time effectively.
- Participate in the CVA National Early Service Training in late March/early April 2024 (date TBD)
- Be a U.S. citizen or lawful permanent resident.
- Be 18-30 years old at time of service (veterans up to 35 years old)
- High School Diploma/GED
- Pass fingerprint-based FBI, state criminal, and a national sex offender checks.
- Be able to provide proof of a driver's license and complete a MVR check
- Must be over 21 years old or have had license for at least 3 years to be insured in this position

Preferred Qualifications:

- Technical writings skills including handbooks or documents that outline procedures.
- Outreach
- Work with youth
- Volunteerism
- Diversity, Equity, Inclusion, & Accessibility
- Pursuing or have a degree related to public lands, education, or outreach/public engagement.

Additional Information:

Schedule may include working some weekends

Public transportation is not available to the site. Applicants will need a reliable form of transportation to get to duty station.

Wilson's Creek is located in Republic, MO near Springfield, MO and other major towns with access to many amenities, and entertainment.

Housing is not provided; however, the supervisor is willing to assist in identifying area housing options and completing video walk throughs. There are many housing options in the area.

Benefits:

- **\$600/week living stipend.**
- \$150/week in housing allowance.
- Limited health care/childcare benefits
- The position is eligible for an AmeriCorps Education Award \$6,895.00 (pre-tax) upon successful completion of the program
- \$1,200 in professional development funds for training, networking, conferences, and/or travel.
- Networking opportunities within the National Park Service and partnering organizations
- Public Land Corps Hiring Authority
- Week-long in-person training at NPS site with travel/meal expenses covered.

How to Apply

Please visit [Community Volunteer Ambassador \(cvainternships.org\)](https://form.jotform.com/StewardsIPP/cva-member) to review "Member Positions" by region and find instructions on how to apply.

The CVA position will start on **Monday, January 22nd, 2024**, and run for 48 weeks until Friday, December 20th, 2024. Applicants will need to apply here: <https://form.jotform.com/StewardsIPP/cva-member-application-winter-2024>. Application form requires a resume, cover letter, professional references.

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Please ensure your cover letter addresses how your experience aligns with the CVA program, your experience working with diverse populations, and position details for this park/position. You may submit one application for multiple positions by selecting all sites you are interested in.

Applications Deadline

Applications will be reviewed on a rolling basis. First review will occur in early November. Final deadline is **Sunday, December 10th, 2023.**

For Application Questions:

Please contact Geoff Elliot, Program Director at gelliot@conservationlegacy.org

Conservation Legacy is an equal opportunity employer. We are committed to hiring a breadth of diverse professionals and encourage members of diverse groups to apply. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, political affiliation, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other characteristic protected by law. We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or a reasonable accommodation due to a disability during application or recruiting process, please send a request to the hiring manager.