



Community Volunteer Ambassador – Mississippi National River and Recreation Area

Length:	Term of positions is 50 weeks; full-time 40 hrs/wk
Location:	Saint Paul, MN
Compensation:	\$500/week living allowance, additional \$65/week housing allowance, if housing is not provided.
Start Date:	September 11, 2023
Application Review:	Applications will be reviewed on a rolling basis with first review beginning on June 5th. Application deadline is Friday, July 21 st .
Position Title	Community Volunteer Ambassador

Position Details:

Stewards Individual Placements 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.

The Community Volunteer Ambassador (CVA) will work alongside staff from the National Park Service and Mississippi Park Connection. Work carried out by the CVA will offers opportunities for cross-branch collaboration among several programs at the park:

- Volunteers-in-Parks including habitat restoration events
- Interpretation including visitor center services and Trails & Rails
- Natural Resources including Adaptive Silviculture for Climate Change
- BIPOC in the Outdoors

Members of the community will perform field work with, and co-led by, the CVA to help the park achieve goals related to habitat and ecosystem restoration along the river's banks.

The CVA can also contribute to a personal, capstone project where they identify and create a new relationship in the community; strengthen existing relationships; and/or expand capacity for, and foster new, volunteer opportunities in the park's corridor.

Site Information:

In the middle of a bustling urban setting, Mississippi National River and Recreation Area is a 72-mile-long river park that offers quiet stretches for fishing, boating and canoeing. Other spots are excellent for birdwatching, bicycling and hiking. There are numerous visitor centers and museums that highlight the history and science of the Mississippi River.

Mississippi National River and Recreation Area is a "partnership" park. We own less than 100 acres of the 54,000 acres within our borders. The rest is composed of city parks, regional parks, a state park, a national wildlife refuge, state scientific and natural areas, along with private businesses and homes. We work in partnership with those other units of government to bring additional services to both them and visitors and to preserve and protect the natural and cultural history of this great river.



The volunteer program at Mississippi National River and Recreation Area is co-managed with the park's non-profit partner, Mississippi Park Connection. The partnership manages 5,000 unique volunteers who contribute more than 34,000 hours to protect park resources.

Position Responsibilities:

- Volunteer Recruitment and Retention:
 - Creates promotional materials for use on social media, event tabling, online volunteer boards, and public speaking (large groups)
 - Troubleshoots and identifies opportunities for improvement in communication strategies amongst volunteers and park partners
- Volunteer Training and Event Coordination:
 - Provides clear instruction to groups and individuals
 - Adapts communication style to diverse audiences to ensure understanding
 - Plans logistics, schedules, delegates tasks, makes decisions independently, provides feedback, and maintains positive relationships
 - Learns and uses software and applications for tracking, planning, and managing volunteer efforts
 - Creates educational materials
 - Displays excellent multi-tasking and time management skills
- Community and Partner Education:
 - Develops and presents promotional presentations in order to gain support on or raise awareness of the park's goals
- Collaboration (Rangers, Interpreters, Scientist, Partners)
 - Actively listens, organizes and synthesizes information, asks for clarification, and displays a willingness to learn
 - Displays timely communication skills

CVA Minimum Requirements:

- Passionate about volunteer experience
- Enjoys working with others from varied backgrounds
- Demonstrates a desire to create meaningful experiences on public lands
- Displace confidence in taking the lead when coordinating groups
- Works well independently and collaboratively
- Participate in the CVA National Early Service Training in early November 2023
- Be a U.S. citizen or lawful permanent resident
- High School Diploma/GED
- Be 18-30 years old at time of service (veterans up to 35 years old)
- 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:

- Relevant Experience
 - Conservation Corps Experience
 - Outdoor Education (formal or informal instructional roles)
 - Event planning and promotion
 - Marketing, sales, and/or customer service
 - 1-5 years of volunteerism
 - Experience with initiating and seeing a project through to completion



**CONSERVATION
LEGACY**



Additional Information:

Driving Requirements

A driver's license and clean driving record (3 years) is required.

Housing

The CVA will be responsible for providing their own housing; however, the park will provide advice and guidance if the CVA is not a local candidate.

Typical Schedule

May-Oct: Tue - Sat, 8a-4:30p + some evenings

Nov-Apr: Mon - Fri, 8a-4:30p + some evenings

Nearby Attractions and Amenities

Our park is in a bustling and lively environment with many opportunities for learning and personal (plus professional) development. The Twin Cities are an amazing place to live with access to local parks as well as the wilderness of northern Minnesota.

Benefits:

- CVA will receive a weekly stipend of **\$500/week** living allowance, additional **\$65/week** housing allowance, if housing is not provided.
- Limited health care/childcare benefits
- The position is eligible for an AmeriCorps Education Award \$6,495.00 (pre-tax) upon successful completion of the program
- Professional development funds
- 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 \(cvinternships.org\)](https://cvinternships.org) to review "Member Positions" by region and find instructions on how to apply.

The CVA position will start on **Monday, September 11th, 2023**, and run for 50 weeks until Friday, August 23rd, 2024. Applicants will need to apply here: <https://form.jotform.com/StewardsIPP/sept-23-cva-application>. Application form requires a resume, cover letter, professional references.

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 June. Final deadline is **Friday, July 21st, 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

Updated 5/5/2023



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.