PLEASE NOTE: All applications must be submitted through this link - https://form.jotform.com/StewardsIPP/cva-member-application-2027

Position Title: Community Volunteer Ambassador – AmeriCorps

Conservation Legacy Program: Stewards Individual Placements

Site Location: Stones River National Battlefield

3501 Old Nashville Highway, Murfreesboro, TN 37129

Terms of Service:

- **Start Date: 2/22/2027**
- **End Date: 2/4/2028**
- **AmeriCorps Slot Classification: 1700 Hours (50 Weeks)**

Purpose:

Stewards Individual Placements (Stewards), a program of Conservation Legacy, provides individuals with AmeriCorps service and career opportunities to strengthen communities and preserve our natural resources. Participants serve with federal agencies, tribal governments, and nonprofits to provide institutional capacity, develop community relationships, and support ecosystem health. The Community Volunteer Ambassador (CVA) Program combines the strength of a national leader in conservation service with the National Park Service to train emerging leaders to assist park units in building lasting connections to communities.

Stones River National Battlefield (STRI) preserves and interprets nearly 700 acres of landscapes associated with the Battle of Stones River fought from December 31, 1862, through January 2, 1863. The battle resulted in nearly 24,000 casualties and resulted in a Union victory needed to support the Emancipation Proclamation as it took effect. Park staff also connect visitors with the park's natural resources and historic events ranging from the Trail of Tears to the Reconstruction Era. The park's volunteer program supports nearly every facet of park operations with a robust cadre in recurring volunteers and wide

range of project-based opportunities throughout the year. 1200-1300 volunteers participate in the program annually contributing 9,000 or more hours of service per year.

Description of Duties:

The CVA will serve closely with other park divisions to master the skills necessary to lead volunteers in the tasks they perform to support the park. The CVA will lead analysis of current opportunities and their utilization/effectiveness, and serve with division teams to enhance existing volunteer assignments or develop new ones to best meet park needs.

A primary focus of the CVA will be expanding partnerships and managing volunteer opportunities in support of events commemorating the 100th anniversary of Stones River National Battlefield.

Responsibilities:

- Review, revision, and development of position descriptions, job hazard analyses and volunteer handbooks.
- Coordinate with other divisions to assess volunteer needs and opportunities and develop position descriptions, job hazard analyses, and handbooks.
- Assist in recruitment, applicant review, onboarding, training and supervision of individual volunteers.
- Assist in administering the volunteer program including managing required documentation, hours tracking, and recognition.
- Assist in planning and managing volunteer projects, opportunities and partnerships supporting centennial events and initiatives.

Qualifications:

- Ability to Serve Independently
- Willingness to Accept New Challenges
- Ability to Walk Distances of up to a Mile and Carry Loads of up to 25 Pounds
- Valid Driver's License
- United States citizen, United States national, or a lawful permanent resident alien
- Applicants must be between ages of 18-30 years old, or up to 35 for veterans, based on Public Land Corps Act of 1993 authorizing this AmeriCorps opportunity.
- Has received a high school diploma or equivalency certificate; or has not dropped out of elementary or secondary school to enroll as an AmeriCorps participant, and agrees to obtain a high school diploma or its equivalent prior to using the education award
- Agrees to provide information to establish eligibility and to complete a National Service Criminal History Check.

Preferred Qualifications

- Effective Communication Skills
- Leadership Experience

Our Commitment:

Conservation Legacy is committed to the full consideration of all qualified individuals and will ensure that persons with disabilities are provided reasonable accommodations to perform essential job functions. Physical requirements may include periodic overnight travel, non-traditional work hours, ability to move across varied terrain, use program-specific tools and a range of technology on an infrequent or frequent basis. Exerting up to 25 pounds of force occasionally to lift, carry, push, pull, or otherwise move objects. The ability to safely drive an organizational vehicle may also be required for some positions. If you need assistance and/or reasonable accommodation due to a disability during the application or recruiting process, please send a request to Vanessa Morrison at vmorrison@conservationlegacy.org

Time Requirements:

- Typically, this position is expected to serve 40 hours per week, but exact service schedules may vary. A half hour lunch break will not be counted towards AmeriCorps service
- Member may be required to participate in national, state, or local service projects or events as part of their service term.

Orientation and Training:

- Member will receive an orientation that includes training on AmeriCorps prohibited and unallowable activities.
- Week-long, in-person training on NPS Volunteer Program Management and leadership schools.
- Year-long Continuum of Learning supporting participant professional development.
- $750.00 in Professional Development Funds for travel and training.

Additional Position and Community Information:

Housing is available on site. The park has two 3-bedroom ranch houses that normally

allow three people to reside in each house with a private bedroom and sharing of the bathrooms and other common areas. Houses have central heat/air conditioning, 1 1/2 baths and a laundry room.

The park pays for basic utilities and limited WiFi (not suitable for streaming) is available.

As a small park that relies heavily on volunteers supporting all operations, our CVA will gain valuable experience in the performance of a wide range of assignments that are critical to managing a National Park Service unit.

Benefits:

- Segal AmeriCorps Education Award of $7,395.00
- Living Allowance of $700.00 per week.
- Healthcare Coverage if Eligible
- Childcare Coverage if Eligible
- Loan forbearance if Eligible
- Interest Payments if Eligible
- 10 Federal Holidays, 10 Days Personal Leave, 10 Days Sick Leave

Evaluation and Reporting:

As an AmeriCorps member, performance will be evaluated on whether the member has completed the required number of hours, the member has satisfactorily completed assignments, and if the member has met other performance criteria that were clearly communicated at the beginning of the term of service.

Reporting requirements include, but are not limited to, bi-weekly timesheets and accomplishment tracking.

Program Contact Information:

Please contact James Gasaway at the contact information below with any questions.

Stewards Contact information: James Gasaway, jgasaway@conservationlegacy.org

Conservation Legacy is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual

orientation, pregnancy, age, national origin, disability status, genetic information, protected veteran status, 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 reasonable accommodations due to a disability during the application or recruiting process, please send a request to the hiring manager.