



**CONSERVATION
LEGACY**



Community Volunteer Ambassador – Dry Tortugas National Park

Location: Key West, Florida

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.

As a Community Volunteer Ambassador (CVA) at Dry Tortugas National Park (DRTO), your primary responsibilities will revolve around supporting the Volunteer Program Manager and Lead Interpretive Ranger. You will play a pivotal role in recruiting, processing, and orienting VIPs (Volunteers-In-Parks) to acquaint them with park resources. Additionally, you'll contribute to the development of a VIP handbook, create new position descriptions, and update job hazard analyses. While your primary base will be in Key West, your role will also entail occasional travel to the park itself and the middle keys for community events and travel for training purposes. We understand the value of flexibility, and you'll have the option for teleworking on select, scheduled days.

In addition to your primary duties, you'll have secondary objectives that involve collaboration with the Florida Keys National Marine Sanctuary (FKNMS) Volunteer Coordinator. Under supervision, you will contribute to the establishment of a joint FKNMS/NPS-DRTO volunteer naturalist corps. Your efforts will also be directed towards assisting our partners in increasing diverse volunteer recruitment within the surrounding community to support co-managed initiatives at the Florida Keys Eco-Discovery Center.

Site Description

Dry Tortugas National Park, situated 70 miles west of Key West, is a remote and ecologically rich destination at a nexus of ocean currents. This unique location encompasses a wealth of human history, natural resources, and scientific discoveries. The park shares its northern borders with Biscayne and Everglades National Parks, and its waters in between are managed by the Florida Keys National Marine Sanctuary (FKNMS), while the lands above the high tide lines are under the stewardship of the US Fish and Wildlife Service and various non-governmental agencies (NGOs).

Our volunteer program at Dry Tortugas National Park currently involves numerous events and recurring volunteers throughout the year. However, our capacity to host volunteers on-site is constrained by limited housing and logistical challenges. To address this, we see potential in engaging retired seniors who are eager to volunteer. Once trained, they could assist with day trips to the park aboard the Yankee Freedom Ferry. Additionally, we recognize the untapped potential of our local marginalized communities, who could support community events, educational field trips to the visitor center in Key West, and docent opportunities. Expanding our volunteer base in this way promises to significantly increase volunteer hours and contributions, though it will require careful coordination and management.

Position Responsibilities:

- Maintain a professional demeanor and appearance consistency with National Park Service standards.
- Work effectively in an office setting with collaborative partners from other government agencies, FL. Keys National Marine Sanctuary (FKNMS).
- Screen, enroll and assist with training new volunteers for Dry Tortugas National Park.
- Assist with setup, staffing and break down of local community events and educational programs.
- Provide resource education and volunteer information to visitors on a routine basis.

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CONSERVATION LEGACY



- Assist with special projects at Dry Tortugas National Park; night sky programs, National Public Lands Day, Jr Angler and sustainable fishing programs.
- Occasionally, drive government vehicle and assist with loading or unloading of supplies for the park onboard Motor Vessel Fort Jefferson.

CVA Minimum Requirements:

- Outgoing and enjoy working with the public and communicating to diverse audiences, to include youth and school groups.
- Knowledge of, or willingness to learn about park natural and cultural resources, and interconnected South FL. eco-systems.
- Ability to communicate effectively and utilize Microsoft office suites (Excel Spreadsheets).
- Ability to remain calm and courteous during hectic and emergency situations.
- Must have at least a high school diploma and 2 years of college, trade school or transferable experience.
- Must work well in a group setting but be flexible and a self-starter that can also work independently and responsibly.
- 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:

- Local applicants preferred.
- Effective communicator and ability to speak a 2nd language (Spanish).
- Four-year degree in marine sciences, civics, administration, tourism or related fields.
- Ability to work in a remote location without common amenities associated with mainland locations.
- Have some experience working on or around small boats.
- CPR, First Aid & AED and ability to swim comfortably in the ocean.

Additional Information:

There are more than 8 Federal, State and NGO collaborative partners managing resources within the FL. Keys and our CVA will gain experience working with most of them, through community and volunteer events or shadowing on-going science with partners at the park.

The schedule will include some nights and weekends to host specialty programs.

Government housing in a shared, 3-4 bedroom duplex can be provided.

Our CVA will have the ability to shadow scientific researchers at the park, travel on boats and seaplanes or routinely ride their bike from government housing to Key West offices (3.5 miles).

In this multifaceted role, you will have the opportunity to contribute significantly to the success of our volunteer program, foster partnerships, and enhance community engagement with the park's natural and cultural resources



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Benefits:

- **\$600/week living stipend.**
- Housing provided.
- 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://www.nps.gov/cvainternships) 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.

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.