



**CONSERVATION  
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## **Community Volunteer Ambassador – Pullman National Historical Park**

**Location:** Chicago, Illinois

### **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.

We are seeking a Community Volunteer Ambassador (CVA) that will impact positive change at Pullman National Historical Park by helping raise awareness of the new site, serve historically underrepresented groups, while building and attracting new volunteers. The CVA's enthusiasm will help create the next generation of community stewards, increase volunteer participation, and develop new engagement activities. Additionally, the CVA will be a part of efforts to develop and coordinate new volunteer opportunities for the Emmett Till and Mamie Till-Mobley National Monument (TILL) Chicago unit designated in 2023.

### **Site Description:**

The historic Pullman neighborhood in Chicago has been in the news since it was developed in 1880. Pullman National Historical Park tells a truly American story of a planned industrial town where the Pullman company and its employees left lasting marks on the nations' manufacturing, transportation labor rights and civil rights history. This relatively new park offers the opportunity to work with a growing yet passionate staff and volunteers who work with local, regional, and international visitors. Park staff and volunteers help visitors begin to understand the complex stories associated with almost a century of rail car manufacturing through a new Visitor Center and exhibits, public tours and education programs. Staff and volunteers conduct research to build interpretive resources and stories that help bring the past alive.

### **Position Responsibilities:**

- Collaborate with park staff and partners to adjust recruitment strategy.
- Reach out to local communities to inspire new volunteers.
- Help maintain recruitment strategy for volunteers.
- Support community engagement and outreach with Pullman NHP residents, adjacent communities in South Chicago, and the broader Chicago metropolitan area.
- Track and maintain a system for numerating volunteer hours.
- Help develop a communications strategy with existing partners.
- Develop a strong volunteer supervision and appreciation program.

### **CVA Minimum Requirements:**

- A desire to work in an urban environment with diverse audiences.
- Ability to work independently and collaboratively
- Ability to work both indoors and outdoors in varying terrain and weather conditions.
- 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

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### **Preferred Qualifications:**

- Self-directed and highly motivated work ethic
- Willing to try new ideas.
- Enjoys working with people
- Spanish language skills a plus.

### **Additional Information:**

CVA will have opportunities to contribute to the relationships Pullman NHP has fostered with Chicago Cultural institutions such as The Field Museum of Chicago, Chicago Architecture Center and fellow national park Sites such as Indiana Dunes National Park.

### **Benefits:**

- CVA will receive a weekly stipend of **\$600**
- \$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://cvainternships.org) 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 10<sup>th</sup>, 2023**.

### **For Application Questions:**

Please contact Geoff Elliot, Program Director at [gelliot@conservationlegacy.org](mailto: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*

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*manager.*

