



**CONSERVATION
LEGACY**



Community Volunteer Ambassador – Jewel Cave National Monument

Location: Custer, South Dakota

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.

The CVA position will maintain the volunteers we have at Jewel Cave National Monument, but hopefully grow the program by doing more in-park events and community events as well. Jewel Cave National Monument is located in an area known as the "Black Hills," a very scenic and touristy part of South Dakota. The nearest community to Jewel Cave, Custer, is somewhat seasonal but this position would be here right as tourism is beginning to pick back up with spring break and a busy summer and fall. Their role would be to work with the community, our park partner, and what resources the park has, to create seasonal events in the park, attend events in the community, and help at already existing park events, like Earth Day and Jr. Caver Day.

Site Description

At Jewel Cave National Monument, we have a small but mighty volunteer program that has great potential to grow more. In the interpretation division we currently have three fairly regular volunteers who do regular interpretive programming and help with events, and also around a dozen regular volunteer cave explorers. Jewel Cave is one of the longest caves in the world and we continue to explore it thanks to these volunteer cavers. On occasion we also have volunteers in the maintenance and administrative divisions as well.

Position Responsibilities:

- Event planning
- Community outreach
- Networking
- Working with community and park partners
- Promoting volunteer program and projects
- On occasion leading cave tours and assisting with staffing an information desk

CVA Minimum Requirements:

- Personable
- Comfortable with remote work and living 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

Preferred Qualifications:

- Strong communicator, both in-person and through phone and email
- Public speaking skills



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- Can work well independently on projects specific to position
- Also, can work well in a team to manage larger projects and to assist in maintaining an interpretive operation
- Ability to use Microsoft Suite
- Ability to use social media
- Valid driver's license preferred

Additional Information:

This position gets to explore the dynamic surface above and below. While a majority of the time they would be on the surface for events, on occasion they will lead cave tours through one of the longest caves in the world.

From late May through September Jewel Cave National Monument is open every day, while in the off-season it does close a few days a week. Work on the weekends will be expected of this position, though since Jewel Cave is a day-use park rarely is there any work into the evening or night. It is preferred that the applicant has a valid driver's license and can drive a government vehicle to the various events they will go to.

Housing is provided on-site in apartments that fully stocked and furnished and in the busy season are shared.

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://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 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.