



**CONSERVATION
LEGACY**



Community Volunteer Ambassador – San Antonio Missions National Historical Park

Location: San Antonio, Texas

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 at San Antonio Missions National Historical Park will help to strengthen the volunteer program through excellence in community partnerships. We will focus on military and veterans groups, organizations working with differently-abled persons, groups from the surrounding neighborhood, and other community organizations. The CVA will help us to expand volunteer opportunities in the park. One goal for the volunteer program at SAAN is for the park's volunteer corps to more closely reflect the diversity of San Antonio.

Site Description:

San Antonio Missions National Historical Park represents a historical merging of cultures that create an identity that is neither entirely Indigenous nor entirely Spanish. This identity persists in the modern-day community. A UNESCO World Heritage Site, the park is made up of four missions located along the San Antonio River south of downtown. The volunteer program at SAAN includes a number of regular recurring volunteers who assist in different departments in the park, as well as community groups who perform one-time service projects.

Position Responsibilities:

- Assist with recruiting and managing service groups
- Assist with recruiting, training, and managing individual volunteers
- Assist with coordinating with the different departments in the park to determine their volunteer needs
- Assist with community engagement events
- Assist with planning and executing of special events in the park
- Assist with maintaining statistics, records, etc.
- Assist with managing volunteer program supplies, including uniforms, tools, community engagement supplies, etc.

CVA Minimum Requirements:

- Friendly and outgoing. Able to interact effectively with diverse populations in the workplace and in the community
- Comfortable with public speaking such as when making a presentation speaking in-person or virtually to groups of various sizes and demographics
- Ability to communicate effectively through writing for purposes of social media postings, emails, newsletters, etc.
- Ability to work independently as well as part of a team
- 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

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- Must be over 21 years old or have had license for at least 3 years to be insured in this position.

Preferred Qualifications:

- Bilingual skills (English/Spanish) will be given preference
- Local applicants will be given preference
- Experience working with the public

Additional Information:

San Antonio TX is the seventh largest city in the nation with all the associated amenities, and is recognized as a UNESCO Creative City of Gastronomy.

Park housing is not available; preference will be given to local applicants. The CVA is strongly encouraged to have their own vehicle as public transportation can be problematic.

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 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.