



## Community Volunteer Ambassador – Keweenaw National Historical Park

Length:	Term of positions is 50 weeks; full-time 40 hrs/wk
Location:	Calumet, MI
Compensation:	\$500/week living allowance, additional \$65/week housing allowance, if housing is not provided.
Start Date:	September 11, 2023
Application Review:	Applications will be reviewed on a rolling basis with first review beginning on June 5th. Application deadline is Friday, July 21 <sup>st</sup> .
Position Title	Community Volunteer Ambassador

### Position Details:

Stewards Individual Placements 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 will help not only strengthen Keweenaw NHP's volunteer program but also help the park support the Heritage Sites by providing training on best practices for working with volunteers, training on specific topics where there is an identified need, by hosting drop-in volunteer opportunities for the community and helping to organize a volunteer recognition event for park and partner sites.

### Site Information:

Keweenaw National Historical Park is located in the UP of Michigan. The human and copper story here has been intertwined for more than 7,000 years. The copper of this area was formed by one the oldest and largest lava flow known on Earth. Immigrants from around the world came to this area because of the copper mines. The park interpretive themes focus on natural resources, mining processes and technology, peoples' lives and immigration, and labor, management and economics.

Keweenaw NHP park owns and operates very limited land and facilities. Congress created this park to work in partnership with a federal Advisory Commission and the local community to accomplish its legislated purposes. The Advisory Commission is responsible for advising and assisting the NPS. Our Heritage Site partners own and operate their own properties but play an important role in preserving and interpreting the nationally significant story of copper in the Keweenaw.

Keweenaw NHP currently has a small but dedicated group of volunteers. We also support our partner sites in training and technical assistance to improve and grow their programs.

### Position Responsibilities:

- Work with all park divisions to assess volunteer needs and opportunities.
- Help to establish a park wide volunteer committee



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- Update, create, and organize volunteer job descriptions and job hazard analysis for each position
- Offer drop-in volunteer opportunities
- Offer training and feedback to improve Heritage Site partner volunteer programs giving them the skills and knowledge to build successful programs of their own
- Help find where park volunteer opportunities differ from those of park partners
- Help to organize a volunteer recognition event for park and partner sites

### **CVA Minimum Requirements:**

- Someone who is willing to share their ideas
- Strong communication skills
- The ability to think and problem solve creatively.
- The ability to work collaboratively
- Willingness to try new things
- Positive personality
- Participate in the CVA National Early Service Training in early November 2023
- Be a U.S. citizen or lawful permanent resident
- High School Diploma/GED
- Be 18-30 years old at time of service (veterans up to 35 years old)
- 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:**

- Skilled in Microsoft computer applications
- Someone who has been a volunteer themselves
- Experience organizing workshops, training, events, etc.
- Attention to detail.

### **Additional Information:**

Occasionally work may happen in the evenings or on weekends

Park housing is NOT available

CVA will work collaboratively with cross disciplinary park staff as well as with partner sites. Supervisor will talk with the CVA about short term and long term professional goals. Training opportunities that help progress those goals will be shared and the CVA will be given time to participate if appropriate. The CVA will also participate in seasonal staff training for the interpretation staff, have opportunities to job shadow staff in other divisions and participate in parkwide trainings offered throughout the year.

### **Benefits:**

- CVA will receive a weekly stipend of **\$500/week** living allowance, additional **\$65/week** housing allowance, if housing is not provided.
- Limited health care/childcare benefits
- The position is eligible for an AmeriCorps Education Award \$6,495.00 (pre-tax) upon successful completion of the program
- Professional development funds
- 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.



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## 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, September 11th, 2023**, and run for 50 weeks until Friday, August 23<sup>rd</sup>, 2024. Applicants will need to apply here: <https://form.jotform.com/StewardsIPP/sept-23-cva-application>. 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 June. Final deadline is **Friday, July 21<sup>st</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 manager.*