



**CONSERVATION  
LEGACY**



## **Community Volunteer Ambassador – Petrified Forest National Park**

**Location:** Petrified Forest, AZ

### **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 local communities.

The CVA will work with volunteer coordinator to increase awareness of park volunteer opportunities in local areas which includes the Navajo reservation. Intern will identify partners and coordinate volunteer events in the park. Intern will also help evaluate current volunteer program and assist in implementing changes.

### **Site Description:**

Petrified Forest protects over 221,000 acres of the painted desert that contains fossils, archaeology sites, and an abundance of petrified wood. Each year Petrified Forest is visited by half a million visitors.

Volunteers play an important role in helping these visitors plan their visit to the park by providing park information over the phone, in person at a visitor center and on trails throughout the park. Volunteers also assist in natural and cultural management throughout the park. The year-round volunteer program consists of approximately 50 volunteers annually. Volunteers stay at RV pads located in the park. Volunteers rotate about every three months.

### **Position Responsibilities:**

- Evaluate current volunteer program including materials sent before arrival, on-boarding procedures, and training materials.
- Assist in developing new training materials including short resource videos.
- Update volunteer handbook.
- Identify potential local groups that park could potentially work with for service projects/service learning events.
- Meet with each park department to identify projects in the park that could be completed by volunteers at volunteer events.
- Contact local groups and coordinate volunteer events.
- Assist with volunteer team building activities.

### **CVA Minimum Requirements:**

- Participate in the CVA National Early Service Training in fall/winter 2022/2023
- Be a U.S. citizen or lawful permanent resident
- Be 18-30 years old at time of service (veterans up to 35 years old)
- Ability to read and write English
- Ability to operate Microsoft Word and Excel on a computer
- Friendly
- Team player

Updated 5/9/2022



## CONSERVATION LEGACY



- Independent worker
- Positive attitude
- Creative thinker
- Organized
- Collaborative Inclusive
- Education: High School diploma/GED required
- Submit proof of a Driver's License and undergo a Federal Background Check, upon selection
- US Citizen, or Lawful Permanent Resident Alien of the United States

### Preferred Qualifications:

- Public speaking experience
- Research skills
- Experience working with Adobe cloud products
- Experience in working with multigenerational audience
- Experience in creating short video clips
- Effective communications skills including writing emails and making phone calls

### Additional Information:

- Housing on site is available
- Schedule includes working on weekends/holidays
- Petrified Forest is more remote and there are no services on site, personal vehicle may be preferred
- Exposure to a variety of NPS career

### Benefits:

- CVA will receive a weekly stipend of **\$500** (additional \$65/week, if housing is not provided)
- Housing available
- Limited health care/childcare benefits
- The position is eligible for an AmeriCorps Education Award \$6,345.00 (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

### How to Apply

The CVA position will start on **Monday, September 12th, 2022**, and run for 50 weeks until Friday, August 25<sup>th</sup> 2023. Applicants will need to apply here: [CVA Member Application 2022-2023 \(September Cohort\) \(jotform.com\)](#) and attach a cover.

Please ensure your cover letter addresses the specific requirements and position details for this park.

You may submit one application for multiple positions by selecting all sites and attaching the necessary cover letters.

### Applications Deadline

Please submit your application by Friday, July 15<sup>th</sup> to ensure full consideration.



**For Application Questions:**

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

*Stewards Individual Placements Program does not and will not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation, or military status, in any of its activities or operations. We are committed to providing an inclusive and welcoming environment for all.*