



**CONSERVATION  
LEGACY**



## **Community Volunteer Ambassador - Cumberland Gap National Historical Park**

**Location:** Middlesboro, KY

### **Program 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.

Community Volunteer Ambassadors (CVAs) support Volunteer-in-Parks programs at National Park Service sites nationwide. This ranges from National Park, National Monuments, National Battlefields, National Historic Sites, National Recreation Areas, and more. The Community Volunteer Ambassador Program was developed to support NPS sites in connecting with their local communities through service and to provide young adults with a professional development opportunity within the National Park Service. CVAs provide capacity for NPS sites to establish community partnerships, develop new volunteer opportunities, and build volunteer program resources.

### **Site Information**

Located where Kentucky, Tennessee, and Virginia meet, Cumberland Gap National Historical Park includes over 24,000 acres with 85 miles of hiking trails, 14,000 acres of proposed wilderness, front and back country camping, and lush forests and mountains. Cumberland Gap has played an important role in travel, trade, war, and migration for centuries and has a rich history of use by bison, Shawnee, Cherokee, European explorers, long hunters, pioneers, enslaved peoples, Civil War soldiers, Appalachian settlers, coal miners, and motorists.

The park engages local, youth, and resident volunteers to help with guided tours, visitor center operations, trail maintenance, campground operations, and other programs.

### **Position Summary**

Incumbent will work with the Volunteer Coordinator to grow and enhance the park's volunteer program and community partnerships. Incumbent will help recruit a diverse cadre of volunteers and partners from area communities and colleges, build the new Adopt-a-Trail program and annual cleanup event, and engage partners to collaborate and create new and improved interpretive materials focused on Black and Native American histories and contributions to Cumberland Gap.

### **Position Responsibilities:**

- Represent the park at area programs, career fairs, festivals, and other events.
- Reach out to and engage with underserved and diverse communities.
- Work with Volunteer Coordinator to manage and expand Adopt-a-Trail program. Recruit new volunteers, maintain positive connections with current volunteers, work with maintenance staff to conduct training, coordinate trail work, and manage equipment inventory.
- Collaborate with staff and engage partners to help review, improve, and develop interpretive products that give a fuller and more accurate depiction of the roles and contributions of Black, Indigenous, and other peoples to Cumberland Gap.
- Help launch and expand a new academic internship program with area colleges.
- Work with partners to plan and coordinate an annual volunteer cleanup event.
- Identify and reach out to potential community partners in Kentucky, Tennessee, and Virginia to plan

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for America's 250th Anniversary events and recognition.

- Work with staff to re-establish a multi-county Chamber of Commerce position based in the park.
- Help manage the park volunteer program. Conduct outreach in area communities and online to recruit new volunteers, track and report volunteer hours and contributions, and create opportunities to recognize and appreciate volunteers.
- Present bear safety, bat white nose syndrome, or similar programs to area communities to help protect residents and wildlife.
- Other duties as assigned may include but not be limited to assisting with media relations, providing backup support for visitor center operations, and creating social media content.

### **CVA Minimum Requirements:**

- Outgoing and friendly attitude
- Ability to make everyone feel welcome regardless of race, color, religion, sex (including pregnancy and gender identity), sexual orientation, national origin, age, disability, economic status, family medical history (including genetic information), status as a parent, marital status, or political affiliation
- Ability to work effectively both independently and as part of a team
- Initiative and creativity to generate effective ideas and methods to accomplish goals
- Ability to represent the park in a professional and courteous manner
- Participate in the CVA National Early Service Training in early April 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)
- 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**

- Experience with public speaking
- Skill using computers and software including Word, Excel, and Powerpoint
- Skills in verbal and written communication
- Experience working with and effectively engaging youth

### **Benefits:**

- CVA will receive a weekly stipend of **\$500** (additional \$65/week, 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.

### **How to Apply**

Please visit [Community Volunteer Ambassador \(cva.ternships.org\)](https://cva.ternships.org) to review "Member Positions" by region and find instructions on how to apply.

The CVA position will start on **Monday, February 6th, 2023**, and run for 50 weeks until Friday, January 19<sup>th</sup>



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2024. Applicants will need to apply here: <https://form.jotform.com/StewardsIPP/cva-member-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**

Please submit your application by **Friday, December 9<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.*