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## **Community Volunteer Ambassador – Northeast Archaeological Resource Program, Petersburg National Battlefield**

**Location:** Petersburg, Virginia

### **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 will, with the guidance of NARP staff, continue to design and enhance the volunteer framework and assist in the ongoing implementation and expansion of a community outreach program to support the park and the regional archeology program in identifying potential impacts and threats to archeological sites and resources within Petersburg National Battlefield. This program is meant to provide a unique experiential opportunity for existing and new volunteers, organizations, and stakeholders in the areas of heritage resource management and citizen science. The intern should have skills and experience bringing together diverse groups of people and organizations. The intern will also have the opportunity to develop skills and experience with stakeholder engagement, including with federally recognized tribes and traditionally affiliated Indigenous groups, descendant groups, previously marginalized/underserved communities, and formal and informal partnership communities.

### **Site Description:**

The Northeast Archeological Resource Program (NARP) seeks an intern to fill the position of Community Volunteer Ambassador (CVA) at Petersburg National Battlefield (PETE), located in Petersburg, VA. The CVA intern will assist the park and the regional program office with the ongoing implementation of a newly designed volunteer program that will assist the park in monitoring archeological resources.

### **Position Responsibilities:**

- Work with the park Volunteer Coordinator, Archeologist, and NARP staff to establish a volunteer-in-parks (VIP) program that focuses on a new NARP archeological resources site monitoring program that can then be implemented sustainably at PETE. The program may work at differing scales: small groups, large groups, individuals, and/or for a Citizen Science programs or events.
- Work with State Underwater Archeologist, NARP staff, and park Archeologist to create a protocol and schedule for monitoring of archeological sites along the shoreline at City Point.
- Organize and implement a public outreach program for Archeology Day in a collaborative manner that includes all park divisions and interested park partners, VIPs, and outside organizations.
- Introduce Science, Technology, Engineering, Art and Math (STEAM) components to cultural resource centered public outreach events that use technology typically utilized by regional archeology program experts (i.e. geophysical surveys, pXRF analysis, and other archeologist toolbox components – compass, mapping, etc.).
- Develop a plan of action to incorporate underserved and descendant communities into archeology centered VIP opportunities at the parks.
- Work with a new site monitoring app to beta test new VIP archeological monitoring program capabilities.
- Compile program planning documents for the NARP archeology monitoring program that includes before, during, and after components of a VIP program. This may include checklists, task descriptions, or other project accountability materials.



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- Identify and analyze appropriate metrics to account for VIP contributions, public engagement, and visitor impact during outreach events.

### **CVA Minimum Requirements:**

- Possess a basic understanding of archeology and American history.
- The intern should be detail-oriented and well-organized.
- Outgoing and able to create new points of contact with potential collaborators.
- Manage large and small groups of people to accomplish a goal.
- Possess the ability to identify project milestones and the actions required to accomplish them.
- Have excellent communication skills and team ethics.
- 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:**

- Demonstrated project development, management, and assessment skills are required.
- Previous experience working with federally recognized tribes and traditionally affiliated Indigenous groups, descendant groups, previously marginalized/underserved communities is highly desired.
- Experience with archeology is desirable, but not required.

### **Additional Information:**

The intern will have the opportunity to learn from and work alongside world class cultural resource professionals at the park, at neighboring parks in Virginia, and the Cultural Resources Division program staff in the Regional Office.

### **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://form.jotform.com/StewardsIPP/cva-member) 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.



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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 10<sup>th</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.*