PLEASE NOTE: All applications must be submitted through this link - https://form.jotform.com/StewardsIPP/cva-member-application-2027

Position Title: Community Volunteer Ambassador – AmeriCorps

Conservation Legacy Program: Stewards Individual Placements

Site Location: Medgar and Myrlie Evers Home National Monument

1425 Lelia Drive, Jackson, MS 39216

Terms of Service:

- **Start Date: 2/22/2027**
- **End Date: 2/4/2028**
- **AmeriCorps Slot Classification: 1700 Hours (50 Weeks)**

Purpose:

Stewards Individual Placements (Stewards), a program of Conservation Legacy, provides individuals with AmeriCorps service and career opportunities to strengthen communities and preserve our natural resources. Participants serve with federal agencies, tribal governments, and nonprofits to provide institutional capacity, develop community relationships, and support ecosystem health. The Community Volunteer Ambassador (CVA) Program combines the strength of a national leader in conservation service with the National Park Service to train emerging leaders to assist park units in building lasting connections to communities.

The Medgar and Myrlie Evers Home National Monument (MEMY) currently has a Volunteers-in-Park coordinator, and we have 2 volunteers that work inside the Evers Home giving tours. MEMY also has garden volunteers that help our park Gardener in the spring and summer when we plant. The Garden volunteers typically come from surrounding colleges, most recently Jackson State University.

Description of Duties:

The Community Volunteer Ambassador (CVA) will support the park's volunteer program by assisting the VIP Coordinator with volunteer recruitment, outreach, and engagement. The CVA will help expand the park's connections with local colleges, universities, community organizations, and other potential volunteer partners while supporting outreach efforts that increase awareness of volunteer opportunities. Through these efforts, the CVA will help strengthen the park's volunteer base and develop meaningful community partnerships that support the mission of Medgar and Myrlie Evers Home National Monument.

Responsibilities:

- Assist the VIP Coordinator in developing and implementing volunteer recruitment strategies to attract new volunteers and strengthen the park's volunteer program.
- Identify and develop new outreach opportunities with local colleges, universities, community organizations, and other potential volunteer partners.
- Create and update VIP recruitment flyers and promotional materials to increase awareness of volunteer opportunities and special volunteer events.
- Assist with planning and coordinating volunteer events, including recruitment, outreach, scheduling, and event-day support.
- Serve closely with the park's Gardener to recruit and engage volunteers for spring and summer planting, garden maintenance, and related garden projects.
- Help expand the park's volunteer network by identifying new audiences and opportunities for community engagement.
- Support the VIP Coordinator with volunteer communication, follow-up, and engagement to encourage continued participation.

Qualifications:

- Ability to serve with a small team
- Experience with public speaking
- Experience with serving independently
- Familiarity working with Canva
- United States citizen, United States national, or a lawful permanent resident alien
- Applicants must be between ages of 18-30 years old, or up to 35 for veterans, based on Public Land Corps Act of 1993 authorizing this AmeriCorps opportunity.
- Has received a high school diploma or equivalency certificate; or has not dropped out of elementary or secondary school to enroll as an AmeriCorps participant, and agrees to obtain a high school diploma or its equivalent prior to using the education award
- Agrees to provide information to establish eligibility and to complete a National Service Criminal History Check.

Preferred Qualifications

- Willingness to serve with communities/partners
- Good communication skills
- Ability to serve independently
- Social skills and public speaking
- Experience with planning outreach/events

Our Commitment:

Conservation Legacy is committed to the full consideration of all qualified individuals and will ensure that persons with disabilities are provided reasonable accommodations to perform essential job functions. Physical requirements may include periodic overnight travel, non-traditional work hours, ability to move across varied terrain, use program-specific tools and a range of technology on an infrequent or frequent basis. Exerting up to 25 pounds of force occasionally to lift, carry, push, pull, or otherwise move objects. The ability to safely drive an organizational vehicle may also be required for some positions. If you need assistance and/or reasonable accommodation due to a disability during the application or recruiting process, please send a request to Vanessa Morrison at vmorrison@conservationlegacy.org

Time Requirements:

- Typically, this position is expected to serve 40 hours per week, but exact service schedules may vary. A half hour lunch break will not be counted towards AmeriCorps service
- Member may be required to participate in national, state, or local service projects or events as part of their service term.

Orientation and Training:

- Member will receive an orientation that includes training on AmeriCorps prohibited and unallowable activities.
- Week-long, in-person training on NPS Volunteer Program Management and leadership schools.
- Year-long Continuum of Learning supporting participant professional development.
- $750.00 in Professional Development Funds for travel and training.

Additional Position and Community Information:

We do not offer park housing, but we are available to assist with locating housing in the area. This position is unique because we are located in an active neighborhood, and we work closely with the neighbors and the surrounding community. We do a lot of partner work and collaborations.

Benefits:

- Segal AmeriCorps Education Award of $7,395.00
- Living Allowance of $700.00 per week.
- Additional Benefit of $200.00 per week (if housing is not provided)
- Healthcare Coverage if Eligible
- Childcare Coverage if Eligible
- Loan forbearance if Eligible
- Interest Payments if Eligible
- 10 Federal Holidays, 10 Days Personal Leave, 10 Days Sick Leave

Evaluation and Reporting:

As an AmeriCorps member, performance will be evaluated on whether the member has completed the required number of hours, the member has satisfactorily completed assignments, and if the member has met other performance criteria that were clearly communicated at the beginning of the term of service.

Reporting requirements include, but are not limited to, bi-weekly timesheets and accomplishment tracking.

Program Contact Information:

Please contact James Gasaway at the contact information below with any questions.

Stewards Contact information: James Gasaway, jgasaway@conservationlegacy.org

Conservation Legacy is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, pregnancy, age, national origin, disability status, genetic information, protected veteran status, 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 reasonable accommodations due to a disability during the application or recruiting process, please send a request to the hiring manager.