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: Antietam National Battlefield

5831 Dunker Church Rd, Sharpsburg, MD 21782

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.

Antietam National Battlefield has around 200 long-term volunteers on an annual basis. The park's largest volunteer program is the Battlefield Ambassador program. These volunteers are stationed at key points on the battlefield during peak season to answer visitor questions and provide orientation and historical information. In addition, a cadre of Visitor Services volunteers assist with operations at our Visitor Center and with special events.

About a half dozen volunteers regularly assist the park's Resources staff with restoring the cast iron War Department Tablets, the first interpretive signs in the park, as well as cleaning headstones in our National Cemetery and assisting with other monument preservation projects.

For our Battlefield Ambassador program, we offer extensive training through sessions offered at least once a month from January through May covering all manner of subjects related to the Battle, Emancipation, the National Park Service, safety, and various other topics. These trainings are open to all park volunteers regardless of their program.

Description of Duties:

The 2027 CVA at Antietam will focus on:

- Expanding our existing partnership with Shepherd University
- Publicizing the work that volunteers do in the park including writing press releases, social media posts, and InsideNPS articles
- Improving communication and safety within our largest annual volunteer event, the Memorial Illumination
- Expanding our headstone cleaning volunteer program
- Helping to capture institutional knowledge from our Cultural Resources program, which is dependent on volunteer support, as it is currently a division of one
- Getting our Adopt-a-Position program up to full strength.

Responsibilities:

- Logging volunteer hours, processing paperwork, and preparing annual reports
- Helping to manage volunteer data in volunteer.gov
- Writing social media posts and press releases
- Communicating and coordinating with partner organizations and community groups
- Filming, editing, captioning, and audio describing videos to provide instruction for work performed by volunteers
- Assisting in coordinating volunteer events ranging in scale from 5 volunteers to 1,000 volunteers
- Assisting in preparing position descriptions and risk assessments for volunteer positions
- Assisting with special events, including historic weapons programs.

Qualifications:

- Able to work effectively with people from various generations and backgrounds
- Excellent communication skills, both written and oral
- Ability to perform some tasks independently

- Leadership ability.
- 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

- Knowledge of Civil War history
- Experience organizing special events
- Experience working with volunteers
- Filming and editing skills
- Experience writing press releases and/or social media posts for a public-facing organization.

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:

Weekend work is required.

Housing is provided. Rooms are within a shared house with air conditioning and internet. Rooms are private but living spaces including bathrooms and kitchen are shared. The house is located within the boundaries of the park and the travel time between the seasonal housing and the park visitor center is under five minutes by car. Having a car is required due to the distance between park housing and convivences like grocery stores.

There are many opportunities for outdoor recreation within a 45-minute drive including several other National Park sites. Access to the Appalachian Trail is within a fifteen-minute drive. Harper's Ferry National Historical Park, Monocacy National Battlefield, and Catoctin Mountain Park are within 45 miles. Washington, D.C.is within about sixty miles.

Benefits:

- Segal AmeriCorps Education Award of $7,395.00
- Living Allowance of $700.00 per week.
- 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.