



PUBLIC LANDS STEWARDS PROGRAM AmeriCorps Position Description



Position Title: Environmental Stewardship Associate

Project Sponsor: Cascade Mountain School
<http://www.cascademountainschool.org>

Project Location: 2453 Highway 141, Trout Lake, WA.

Project Sponsor Mission: Cascade Mountain School is an outdoor science school for K-12 students located in the Columbia River Gorge (an hour drive from Portland, Oregon) dedicated to:

- cultivating individual responsibility and personal growth;
- fostering creation of community and understanding of the natural world;
- excelling in scientific inquiry, systems thinking, and sustainability studies; and
- closing the achievement gap for women and minorities pursuing careers of their choice.

Mt. Adams Institute Mission: This position is in partnership with the Mt. Adams Institute (MAI). MAI's mission is to strengthen the connection between people and the natural world through education, service learning, career development and research.
<http://www.mtadamsinstitute.org>

Position Summary: Spend your summer executing environmental stewardship projects and science education programs for elementary and middle school students as part of Cascade Mountain School. This position is perfect for a person who has a passion for environmental education, science education, and environmental stewardship. The position involves working with ages 6-12 at Cascade Mountain School day camps. The position involves developing projects that will occur on the Gifford Pinchot National Forest.

General Responsibilities (to include, but not limited to):

1. Assist Cascade Mountain School Director with program logistics for the 2018 program season
2. Assist with Cascade Mountain School summer day camps, including but not limited to: driving campers, leading camp activities, and developing camp curriculum. Summer camp dates run June 25-August 23.

3. Attend and complete all MAI/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
4. Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.
5. Wear an MAI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.
6. Member will not engage in prohibited AmeriCorps activities as outlined in the member handbook and agreement.

Position Requirements:

1. Ability to take direction, complete tasks, and pay attention to detail.
2. Ability to be self-sufficient once trained in a task.
3. Ability to communicate effectively to the general public, natural resource managers, parents, and youth.
4. Ability to stay organized, be on top of many moving pieces, and enjoy logistical challenges.
5. Able to lead, supervise, mentor, and organize youth ages 6-12.
6. Ability to communicate effectively in oral and written forms.
7. Competent using a computer, internet applications, social media, and a variety of software.
8. Personal computer and vehicle available and in good working order for use for job duties.
9. Personable and socially competent.
10. Flexibility to change tasks as conditions change.
11. Must have a valid driver's license, clean driving record, and ability to provide documentation.
12. 21--30 years of age, at beginning of service term
13. U.S. citizen, national or lawful permanent resident.
14. Possess a high school diploma or equivalent.
15. Able to commit to the full term of service for which they are applying.
16. Selection, placement and retention are contingent upon passing the National Sex Offender Public Register and a national FBI fingerprint check. Position does have recurring access to vulnerable populations.
17. AmeriCorps Members are eligible to serve up to four terms of service and receive AmeriCorps Education awards for each term of service up to the value of two full time education awards only. It is the responsibility of the applicant to inform MAI of any previous service in an AmeriCorps program, regardless of whether or not they completed the previous term(s) of service. MAI is not liable for providing an Education Award to a member if they are not eligible under the Corporation for National and Community Service AmeriCorps guidelines.

Preferred Qualifications:

1. Current college or graduate student studying education, environmental stewardship, environmental science, or environmental policy.
2. Experience working with elementary, middle and high school students in an outdoor setting.
3. Experience developing age-appropriate curriculum for K-12 students.

4. Experience working with natural resource managers and issues on public lands.

Benefits Include:

1. A total taxable living allowance (before taxes) of \$3,600, paid over term of service.
2. Upon successful completion of a term of service, eligible members/leaders receive an education award of \$1,566. The education award can be used to repay qualified student loans, for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
3. Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
4. Members will live on Mt. Adams Institute campus in low-cost housing (\$100/month).
5. Live and work in a beautiful setting with many opportunities for outdoor recreation.

Transportation Information:

1. Project site is not accessible by public transportation. (nearest major grocery store to Trout Lake, WA is approximately 25 – 30 minute drive in Hood River, OR)
2. Agency/Organization vehicles are available for work--related travel.
3. Personal vehicle highly recommended.

Application Instructions

Application Deadline: Open Until Filled

Interviews: Will occur as qualified applications are received.

Type of position: Individual Placement

Service Dates: June 11 to August 31, 2018

Length of Term: 450 hours/12 weeks

How to Apply:

Step 1 - Complete your application in the following way:

Online at the AmeriCorps website: <https://my.americorps.gov/mp/login.do>

1. If you do not already have a username and password, click on the red **Apply to Serve button**.
2. Once you have logged in, create an application by clicking "Applications" under the "My AmeriCorps" menu. Complete the entire application.
3. To apply to this specific position, click "Search Listings" under the "My AmeriCorps" menu and search for program name **Mt. Adams Institute – Public Lands Stewards**
4. Select the position listing and click "Apply Now" at the bottom of the page.

Step 2: Submit these additional materials promptly (email preferred). **Your application will not be considered until all of the materials listed below are received.**

1. A resume and a cover letter (separate cover letter for each position for which you are applying. If you have already emailed these documents, please bring that to my attention after you submit your application.
2. Visit <http://mtadamsinstitute.org/internships/#public> to print the MAI AmeriCorps Certification Form found under Public Lands Stewards Application Documents heading. Sign and date the form with original signature.
3. A copy of your driving record/abstract from your local DMV. Your abstract must go back at least three years, which may mean you need to submit additional abstracts for other states you have been a resident of within that timeframe.
4. Submit your completed MAI Driver Certification and Safety Agreement form found at <https://mtadamsinstitute.org/internships/#public> under Public Lands Stewards Application Documents heading.

Questions? Contact:

Marijke Weaver at MAIvolunteer@mtadamsinstitute.org
Office: 509.395.3463
Mt. Adams Institute
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