



Appalachian Forest National Heritage Area

Where history is growing...

PO Box 1206 ~ Elkins, WV 26241 ~ 304-636-6182
www.appalachianforest.us ~ info@appalachianforest.us

Join AFNHA AmeriCorps

One Year Positions starting in September 2019

Gain Experience – Provide Service – Earn Education Award

Elkins, West Virginia and surrounding counties

The Appalachian Forest National Heritage Area (AFNHA) Enhancing Assets to Benefit Communities program is seeking AmeriCorps members to provide direct service on projects to benefit our environment and rural communities. AFNHA is an 18-county region in the highlands of West Virginia and western Maryland. We work to conserve, enhance, and interpret our forest heritage assets, which include natural, historic, cultural, forest products, and forest management. We encourage heritage tourism as diversified economic development for our rural communities. For more information on AFNHA see appalachianforest.us.

Members serve in a variety of positions within these fields:

- **Conservation** – Conserve natural resources including ecosystem restoration and land improvement, habitat monitoring, and environmental education, awareness, and outreach.
- **Community** -- Help rural communities with economic development, events, partnerships, and tourism based on their local assets and cultural resources. Develop and conserve local history and arts and encourage cultural heritage tourism.
- **Hands-On Team** – Small team serves together on a variety of projects focused on historic preservation of historic community buildings and short term conservation tasks.

AFNHA AmeriCorps members are primarily based in Randolph or surrounding counties in West Virginia. We are looking for individuals with commitment and initiative, and with a related degree and/or experience in one of our program areas. AFNHA AmeriCorps members serve full-time and receive a living allowance of \$14,000, plus an educational award of \$6095 at the completion of your one year commitment. For more information about AmeriCorps service, see www.americorps.org/for_individuals/overview/index.asp

Most positions will start on **September 5, 2019**, and are **full-time for 11 ½ months**.

To apply send cover letter and application. For application instructions, see <link>

See below for types of positions and position requirements. See <link> for specific position assignments available.

Recruitment for this program encourages diversity and will not discriminate based upon race, color, national origin, gender, sexual orientation, religion, age, disability, political affiliation, marital or parental status, or military service. The program will provide reasonable accommodation to qualified persons with disabilities.

For more information:

www.appalachianforest.us/ameri-corps.htm
AFHA@appalachianforest.us 304-636-6182



Types of Positions and Position Expectations

Conservation Positions

Conservation members conserve natural resources on projects including ecosystem restoration, habitat monitoring, and environmental education. Most positions are assigned individually to a sponsor organization in Randolph, Pocahontas, Greenbrier, Nicholas, Tucker or Hardy counties. Members will work both individually and as team members on multiple projects in several counties. Winter work is primarily project planning and office-based work; fall, spring and summer work may include substantial outdoor field work for some positions. Some positions are focused on field work, other projects will focus more on environmental education and outreach to stakeholders and volunteers. Most conservation positions are with government agencies (Forest Service, US Fish & Wildlife, WV Division of Forestry) or with the local office of major conservation non-profits.

Depending on the position, these members:

- Perform hands-on conservation work such as ecosystem restoration, invasive species control, tree planting, watershed, wetlands, or wildlife habitat improvements, recreation and trails, etc.
- Assist with ecosystem surveys, wildlife or wilderness monitoring, data collection, mapping
- Conduct environmental education with school children and/or public, develop interpretive projects such as signs or brochures, or provide information and outreach about recreation opportunities and conservation issues
- Assist with conservation planning, partnership development, and outreach
- Recruit and work with volunteers

Additional skills and qualities sought for these position:

- Degree and/or experience in natural and environmental issues -- could include forestry, botany, wildlife biology, ecology, environmental studies, invasive species, watersheds, landscape, gardening, trails, outdoor recreation, etc.
- Willing and able to do physical labor. (for field work)
- Interest or experience with environmental education or communications/writing (for outreach)
- Strong computer skills, word processing and email required. Expertise with specialized programs such as database and GIS is expected for some positions.

Community Positions

Members help rural communities with economic development based on their cultural heritage resources and tourism. Positions will be based in specific communities around the AFNHA area, and members will be assigned individually to specific community organizations. Types of sites include Main Street programs or similar community development organizations, tourism development or networking organizations, cultural arts organizations, archaeology programs, or heritage sites and museums. A few positions will serve with two organizations, and some projects may involve teamwork with other members. (A few half-time opportunities might be available in special circumstances.)

Community development projects may include:

- Assisting communities to carry out development projects of their choosing
- Identifying community assets, research or inventory, work with archives, collections management, historic research, or oral history
- Archaeology field work and assessments
- Develop interpretative exhibits, brochures, or written articles
- Provide visitor services, give tours, assist with events and public programming,
- Promotion, tourism, outreach for your site, such as social media, websites, press relations
- Working closely with local volunteers and committees, capacity building for local organizations

Degree and/or experience relevant to community work is preferred. Type of degree could include community development, planning, public administration, marketing, communications, tourism, or could be history, public history, historic preservation, museum studies, anthropology, arts, or a related field.

Additional skills and qualities helpful for community positions:

- Experience or interest in working with communities and community groups
- Training or experience with public history, museums, archives or collections management
- Training in or experience with communications, marketing, social media, journalism, or graphic arts
- Training in or experience with education, interpretation, interpretive planning, or exhibits
- Strong computer skills, word processing and email required. Expertise with specialized programs such as graphics, database, Past Perfect, WordPress, or CAD is a plus.
- Interest in helping build consensus and collaboration, bringing together people from diverse backgrounds to find common goals
- Experience or interest in working with children or youth groups
- Familiarity with or contacts within the AFHA region or West Virginia

Historic Preservation Hands On Team

Hands-On Team Positions will be based in Randolph County with some travel. These members work mostly as a team on multiple projects, mostly historic preservation construction plus some hands-on conservation and other tasks. One member may be designated as team coordinator.

Position responsibilities:

The hands-on team will work together on several projects in multiple locations. Working with the site supervisors and volunteers, you will:

- Perform hands-on construction tasks to rehabilitate historic public buildings. Hard physical work, using power tools, and occasional difficult working conditions are to be expected. Tasks will range from unskilled cleanup and demolition to skilled preservation tasks that you will be trained to do. You will learn and be expected to follow safety procedures and wear appropriate safety equipment. This is the major proportion of team time.
- Perform outdoor conservation improvement projects such as trail work, plantings, and landscape projects. This is a smaller proportion of the team time. All members should expect to do both construction and conservation tasks.
- Help recruit volunteers for training workshops and project work, and support volunteer management for the project sites you work with.
- Participate in training on preservation issues and specific skills.
- Help identify, define scope, and plan specific work project(s) that preserve, rehabilitate or restore historic properties or accomplish conservation improvements. Team will complete several projects in different localities.
- Assist with preservation awareness and educational efforts related to your projects.

Additional skills and qualities expected for this position:

- Degree and/or experience with historic preservation, preservation trades, or restoration.

AND/OR

- Construction work or volunteer experience.
- Willing and able to do physical labor.
- Need a working knowledge of hand tools, i.e. hammers, screwdrivers, measuring tapes, etc. Training will be provided as needed on power tools and specialized equipment
- Persistence and attention to detail to complete repetitive tasks to a quality result.
- Self-direction to juggle multiple assignments and stay on task.
- Must be able to travel away from home for several days at a time.

Requirements for All Positions

Skills and qualities expected for all positions will include:

- Commitment to community service.
- AmeriCorps requires American citizenship or permanent resident (green card) with high school completion.
- Good communication skills. Comfortable with common computer programs.
- Organized, responsible, able to take initiative and be self-directed.
- Able to work in a team, to get along with a wide variety of people, work with community volunteers.
- Interested in learning, able to take direction
- Most positions require some driving, often with your own car. Due to rural location, very few positions are feasible without a vehicle.
- For our program, at least 21 years old, college degree or significant progress toward one, or varied life experience, is needed.

Position responsibilities for all positions:

- Members will be selected for specific positions in conservation, rural community heritage development, or hands-on team which specializes in historic preservation.
- Members selected should have a degree and/or experience relevant to the specific position.
- Members commit to completing hours and time for their position. For full time position this is 1725 hours of service expected over 11 ½ months.
- Members will have a specific scope of service for your position, including responsibility for assigned projects. You will help identify, define scope, plan and implement specific projects. You will support and assist your site with a variety of activities.
- Members will work with your site organization to recruit and manage volunteers to assist you with projects, and to improve volunteer management practices and build capacity for your organization.
- Many positions include promotion, education, outreach and awareness about your site or project.
- All members will participate in orientation, leadership training, and skills trainings.
- Members will participate in team meetings, AFNHA meetings, events and capacity building.
- All members will participate in some community service activities.
- Team members may assist each other to perform some project work, with occasional opportunities for activities related to other focus areas than your own.
- Members will be responsible for AmeriCorps reporting requirements, including but not limited to timesheets, project reports, volunteer logs, and assessing project impact.

Position Expectations and Benefits

Positions are full-time, with most beginning on Sept 5, 2019, and completing by August 21, 2020. Each member commits to completing at least 1700 hours of service (1725 recommended) within a 12 month period. (If a position starts late, it will be for one year from start date.) Members are expected to continue to serve until the end of the program year, unless early completion is arranged, such as to complete early for fall school semester. Schedules can be adjusted to some degree, depending on the needs of the projects and your team, balanced with your own needs. All positions will likely include some, pre-scheduled, evening and weekend activities. Limited outside school or other work responsibilities can be allowed as long as all AmeriCorps responsibilities are met first.

Position will pay a living allowance of \$14,000 gross for the year, payable in 24 bi-monthly installments.

Workers Comp will be provided, and we will help support health insurance as needed. A child care subsidy can be available for qualified candidates. Unemployment coverage is not included. Many members may qualify for SNAP benefits to help with food expenses.

You will receive a Segal AmeriCorps Education Award of \$6095.00 at the successful completion of your 1700 hour term of service. Uncompleted terms do not receive educational award. The award can be used for most college tuition, technical or vocational education, or repayment of qualified student loans. Members 55 or older may choose to transfer their award to a child or grandchild. Existing qualified student loans can be deferred during your AmeriCorps service with loan interest paid for the deferred period.

You are responsible for your own living arrangements and cost, although many members arrange to room together with other members. No resettlement or moving allowance is included.

A few specific positions may be offered as half-time positions. These are 900 hour positions, either spread over the year, or within a designated period. Stipend for half-time positions is \$7,000 and education award is \$3047.50

See POSITIONS for list of position sites that are available.

See APPLY for application instructions and more information.