



CAC AmeriCorps

Position Description

AmeriCorps Member



Dates of Service: August 2nd, 2021 – June 24th, 2022

Partner: National Park Service – GIS & Data Management

Location of Service: Great Smoky Mountains National Park
Twin Creeks Research Lab Access,
Gatlinburg, TN, 37738

Supervisor: Thomas Colson, GIS Specialist and Kendra Straub, Data Manager

About CAC AmeriCorps:

Established in 1994, CAC AmeriCorps is a proud AmeriCorps subgrantee that combines elements of traditional conservation practice with community action that informs our service and places it in the broader context of East Tennessee. Our AmeriCorps members improve public lands, educate the public, address pressing human needs, and build volunteer capacity to enhance the ability of our partners to get things done. We are committed to human and environmental justice in the region we call home through enduring acts of service.

Position Summary:

The AmeriCorps member will serve 40 hours per week on a Monday through Thursday schedule (10 hour days). The AmeriCorps members will have their housing paid for by the park if they choose to live in park housing. The park cannot pay for housing if the AmeriCorps members choose to live outside of the park. Living in park housing is not a requirement and your decision on housing will not be used in our evaluation.

Office duties will be evenly split between spatial and non-spatial data research, development, presentation, and evaluation. The member will also assist park staff in integrating planning and maintenance of GIS and non-spatial data in other aspects of park operations, particularly law enforcement, public safety, wildlife and fisheries management, fire effects, hydrology, and forestry. This includes collection, development and deployment of data which supports visitor services such as campground facilities, Emergency Action Plans (EAP), trail maintenance,

emergency spill response, real-time wildlife tracking, Search and Rescue (SAR), Cultural Resource Preservation, Environmental Impact Statements, and transportation planning.

- The primary functions of this position are to develop and deploy GIS and non-spatial data in support of park needs, as well as collect, develop, and deploy GPS data associated with the location of park critical assets such as bears, feral hogs, elk, trail and road improvements, discovery of new hydrologic resources. The member will mine important data from various products for integration into NPSpecies, the park service's system for management of taxonomic, observation and voucher data. The member will also train planners and designers in use of, and integration of, data with other planning systems and software, provide Tier-1 technical support to Resource Management and Emergency Operations. The member can serve as members of the Search and Rescue Team (this is optional, it is not a requirement of this position) and participate in planned, prescribed burns in the park after the required training and physical fitness tests (this is optional, it is not a requirement of this position). The term of service is laid out as follows, during the fall the member will go through initial training will include use of NPS GIS software, database systems and GPS hardware. During the winter, the member will participate in various projects to support park operations including database development, web application development, and technical writing. During the spring, the member will integrate GIS data into web-based mapping applications, perform data mining and analysis of non-GIS data, improve documentation of common data management and GIS workflows, train staff on proper use of data systems, and develop a story map to help convey important resource management stories to the public.

Field duties: Each AmeriCorps member will be required to serve for 2 days per month with our trail crew. They will work alongside NPS crews and/or volunteers to perform all aspects of trail maintenance and construction. Examples of the work performed include: maintaining and improving drainage structures, removing roots and rocks from trail tread, clearing brush and fallen trees from the trail corridor, and occasionally assisting with projects like bridge or retaining wall construction. They will use tools such as shovels, picks, axes, pulaskis, loppers, sledgehammers, rock bars, hand saws, chainsaws, and other trade tools when performing trail maintenance and construction duties. They will maintain the tools and equipment used in safe operating condition. They will ensure work is performed safely and within prescribed NPS standards.

Minimum Qualifications:

Education

Minimum CAC AmeriCorps Qualifications:

- All CAC AmeriCorps positions require, at minimum, that our members be at least 18 years old at the start of service, and have completed high school or received a GED.

Site Preference:

- Experience and training with Word, Access Databases, ArcGIS

- Education or experience in any of the following:

Natural Resource Management

Civil Engineering

Planning

Spatial Information Systems

Surveying

Statistical analysis

Position Expectations & Requirements

Minimum CAC AmeriCorps Expectations

- CAC AmeriCorps environmental positions require attendance of an orientation at the start of service, monthly corps meetings, service days, and other all-corps activities.
- CAC AmeriCorps environmental positions require that you serve a full-time schedule.
- CAC AmeriCorps environmental positions require that members wear AmeriCorps branded uniform gear and safety equipment during service.
- CAC AmeriCorps environmental positions require that members be able to get to and from their service site reliably, and in a timely manner.
- CAC AmeriCorps environmental positions require that members be able to serve effectively both independently and within the context of a team.
- CAC AmeriCorps environmental positions require that all members be able to be able to take direction and perform their service with relative independence with site supervision provided on a weekly basis in either a one-on-one or group setting and intermittent contact from the CAC AmeriCorps office.

Site Preferences:

- This position requires the ability to work safely and learn to use the hand tools and power tools associated with trail maintenance and construction. Must be able to work effectively in a

crew setting and possess written and verbal communication skills to ensure assignments are carried out as directed.

Member Benefits Include:

- A modest living allowance of \$14,000, or, \$595.74 bi-weekly (pre-tax), paid over 47 weeks.
- Education Award of \$6,345 that can be applied to student loans and/or future education expenses.
- A Health insurance subsidy is available for members covered through healthcare.gov
- Worker's Compensation
- Child Care Reimbursement
- May be eligible for Supplemental Nutrition Assistance Program (SNAP). In-house SNAP benefits specialist available to provide assistance in determining eligibility.
- May be eligible for utility bill assistance. In house specialists available to provide assistance with determining eligibility.
- Staff assistance with identifying housing. Housing, inclusive of utilities, is generally between \$400-\$500 in a shared housing scenario, which is what is highly recommended.
- Professional development and networking opportunities.
- Optional opportunity to enroll concurrently in Carson Newman MBA in Nonprofit Leadership

Equity and Inclusion: The Knoxville-Knox County Community Action Committee (CAC) is an Equal Opportunity Employer and will take action to ensure that members and employees are treated equally without regard to race, color, national origin, sex, gender, romantic/sexual orientation, age, handicap, cultural or religious convictions. CAC AmeriCorps provides reasonable accommodations to applicants and employees. Applicants with disabilities may request reasonable accommodation at any point in the recruitment / employment process.

