

## ***Outreach and Field Coordinator***

### **Green Mountain Club, Waterbury Center, VT**



*Become a leader in Vermont's outdoor recreation future while stewarding the nation's oldest long-distance hiking trail. By serving as the Outreach and Field Coordinator, you'll gain valuable skills in education and technical field work while directly contributing to the future of the Long Trail and its 200,000 annual users. Apply today!*

This position is part of the Vermont Housing & Conservation Board AmeriCorps (VHCB AmeriCorps). The VHCB AmeriCorps program supports the innovative dual-goal approach to creating stable affordable housing opportunities for Vermont residents while preserving the natural and working landscape. VHCB AmeriCorps is a national service program that places members with non-profit housing or land and energy conservation organizations around the state.

The mission of the Green Mountain Club is to make the Vermont Mountains play a larger part in the life of the people by protecting and maintaining the Long Trail System and fostering, through education, the stewardship of Vermont's hiking trails and mountains.

The position will guide the public to minimize overcrowding of campsites during the hiking season, provide Leave No Trace educational presentations to the public, take part in leading and assisting with trail projects, and organize service learning opportunities on the Long Trail. During the off season this position will assist with managing education events at the Green Mountain Club as well as work with the Director of Trail Programs to prepare for the next field season. This is a full immersion AmeriCorps position that serves the public and our membership and will lead to a greater understanding of the ecology of pedestrian recreation in the northeastern United States and beyond.

#### **Essential Functions:**

- Recruit, coordinate and lead volunteer groups as part of the Service Trip Program;
- In coordination with Field Program's staff and agency partners, develop and maintain an active list of volunteer opportunities for Group Service Projects;
- Via group service trips and outreach events, develop a model for connecting underserved and unengaged Vermont populations with the Long Trail System;
- Spend nights/multiple days in the field leading volunteer service learning trips, assisting with trail projects, and scouting possible projects;
- Schedule and coordinate Inclusion, Diversity, Equity, Access, and Success (IDEAS) trainings for GMC staff, members, and volunteers;
- Cultivate GMC relationships with camp and college orientation programs to minimize user conflicts on the trail during the summer and late summer trip season;
- Serve as the contact for group requests for information on hiking the Long Trail System;
- Maintain the Group Notification Calendar to prevent overcrowding of overnight sites;
- Develop and deliver year-round educational outreach materials to current and potential group users of the Long Trail System;



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- Collaborate with the Education Coordinator to offer and promote educational programming to group users of the Long Trail System;
- Assist Education Coordinator with education programming including curriculum development, writing/editing publications, special events (annual Winter Trails Day), and coordinating educational workshops;
- Assist Volunteer Coordinator and Field Staff with recruitment for Volunteer Long Trail Patrol and seasonal Field Staff positions;
- Participate in an Independent Service Project under the guidance of VHCB AmeriCorps
- Participate in all VHCB AmeriCorps Trainings, Service Days, Events, and Program Initiatives.
- Engage in professional and personal development activities and networking opportunities.

## Secondary Functions:

- Support GMC's Volunteer Trailhead Steward program
- Alongside Field Assistants and Director of Field Programs, instruct Caretaker and Long Trail Patrol orientation
- Serve with the GMC Field Programs on off season field work including site visits, collaborating with agency partners, and preparing for the coming field season;
- Travel to organized groups to give educational presentations on Leave No Trace and minimum impact backpacking;
- Serve with both the Education & Volunteer Coordinator and the Director of Field Programs to expand group outreach education programming;

## Desired Qualifications:

- Sense of humor;
- Ability to thrive in a busy, flexible service environment;
- 11-12 month long, full-time commitment;
- Service ethic and a desire to do meaningful and challenging service to better the Vermont community;
- Conscientious, reliable, punctual, and organized;
- Strong public speaking skills and strong writing skills;
- Personable, friendly, outgoing, and enjoys serving diverse groups of people;
- Demonstrated ability to serve independently and ability to serve as part of group;
- Teaching experience with children and adults;
- Willingness to serve some evenings and weekends;
- Backpacking or other backcountry living experience, backcountry leadership experience preferred;
- Trail work experience;
- Wilderness First Aid or willingness to obtain it;
- Familiarity with Leave No Trace ethics and/or willingness to obtain Master Educator or Trainer certification;
- Knowledge of Microsoft 365 products;



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## Minimum Qualifications:

- Be US citizen or have permanent resident status;
- Be at least 18 years of age upon entering the Pre-Service Orientation or 17 years of age with verified parental permission;
- Be a high school graduate, have a GED certificate, or be willing to work towards a GED as part of the service-term. A member cannot have dropped out of high school to join AmeriCorps.
- Has not been convicted of murder or sexual assault and is willing to undergo a National Service Criminal History Check;
- Be committed to the VHCB AmeriCorps program's ethic of service, appreciation of diversity, and personal and professional development of its participants;
- Have the ability and enthusiasm to drive to, attend, and participate in all required trainings and events, and be prepared to drive up to 2-3 hours each way.
- Available to regularly serve 40 hours per week



## Additional Information:

This position serves both indoors and outdoors. Outdoor service will take place in a variety of weather conditions. There will be occasional required weekend and overnight trips with statewide travel.

Position begins September 8<sup>th</sup>, 2021 and ends August 12<sup>th</sup>, 2022

This position is **Full Time**: Requires 1,720 hours for an average of 40 hours per week for 48 weeks. Member will receive a living allowance of \$20,400 (pre-tax), and an education award of \$6,345 (pre-tax) upon successful completion of service.

Other benefits include health insurance, federal school loan forbearance, and various training and networking opportunities.

**To Apply:** <https://vhcb.org/our-programs/vhcb-ameri-corps/positions>

For questions about this position or to send additional materials:

Lorne Currier, Volunteer and Education Coordinator, 802-241-8329

4711 Waterbury-Stowe Rd, Waterbury Center, VT 05677

Application deadline: August 24<sup>th</sup>, 2021

Additional information on AmeriCorps is available at [www.americorps.org](http://www.americorps.org).

**The Vermont Housing & Conservation Board (VHCB) is sponsoring this AmeriCorps position through their AmeriCorps Program. VHCB is an Equal Opportunity Employer. Positions are open to all applicants without regard to race, color, national origin, ethnicity, disability, age, gender, gender identity, sexual orientation, political affiliation, veteran's status, religion or creed.**

Member Name: \_\_\_\_\_

Signature: \_\_\_\_\_



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