

Farm & Forest Community Coordinator

Montpelier Parks & Trees, Montpelier, VT



Help Montpelier become a more accessible, vibrant place to live with better access to healthy food and outdoor recreation! Spend a year leading volunteer groups to build trails, grow food for our local Senior Activity Center, and maintain our forested parks. You'll learn about trail building, farming, forestry, and how we build community through service and volunteerism. No experience required in any of the above fields, only a willingness to learn and collaborate with others.

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.

Montpelier Parks & Trees' mission is to steward Montpelier's Parks, Trees, and Natural Areas for the enjoyment and health of our community.

This position is geared toward leveraging volunteer hours to further our mission and complete a number of key projects in Montpelier. With staff supervision, focus will be on the following three areas:

- **Community Farm:** This year we'll partnering with the Recreation Department and Senior Activity Center to launch a pilot project to grow food for the Senior Center's "FEAST" program that provides healthy meals to seniors. This "Community Farm" will not only provide healthy food, but also be a place to educate the community about sustainable agriculture, and expose young people to working the land. Members should expect to lead a variety of volunteer groups, day camps, and other groups on the farm to grow food, plant a riparian buffer, and educate the public about sustainable agriculture.
- **Trails & Conservation:** Montpelier is undergoing a large expansion of our trail system with the goal of making our city into a destination for outdoor recreation. This year we will be building or upgrading a number of key trail sections to increase connectivity and provide a more multi-use experience. Members should expect to lead volunteer groups in trail building, trail upgrades, and removal of invasive species.
- **Urban Forest Management:** Our department is tasked not only with maintaining our parks, but also our urban forest and riparian areas. In addition to the normal challenges of maintain these areas, we are now dealing with the added challenge of handling the presence of the invasive Emerald Ash Borer in our community. Members should expect to lead volunteer groups in planting riparian areas, urban tree planting projects to replace Ash trees, removal of invasive species, and to serve alongside staff to maintain our urban forest.

Essential Functions

- Recruit, lead and mentor volunteers and job trainees to support our mission.



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- Do physical service outside in all types of weather including but not limited to trail building and maintenance, forestry, removal of invasive species, farming, and volunteer coordination.
- Assist with planning, preparation, and execution of park events geared toward connecting the community with the natural world.
- 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:

- Occasional Park projects such as light construction, plowing, mowing, sign building, etc.
- Occasional assistance to the Senior Center and Recreation Department.
- Graphic or GIS skills could be utilized for mapping and sign related projects if there is skill and interest in this area.

Desired Qualifications:

- Experience with volunteers or in groups.
- Trail Building/Maintenance and/or Agricultural Experience (not required but desired).
- Experience with tree service or forestry (not required but desired).
- Willingness to lead and mentor youth.

Minimum Qualifications:

- Some weekends and evenings required.
- 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 an 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:

Service is to be performed primarily outdoors, in all types of weather.

Members will be leading volunteers whose ages and abilities vary across a wide spectrum of age, physical ability, and mental aptitude. For example some volunteers are highly motivated adults, and some are court ordered teenagers serving community service hours. Members will be expected to be leaders and mentors, and to represent AmeriCorps and the City of Montpelier with integrity



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under potentially challenging circumstances. The best fit for this position is someone who is looking for challenge, personal growth, and the opportunity to serve the community in a meaningful way.



Occasionally weekend and night time duties will be required for events and volunteer activities, though generally our hours are from 8a-4:30p.

Position begins September 8th, 2021 and ends August 12th, 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:

Alec Ellsworth
39 Main St., Montpelier, VT
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Application deadline: August 24th, 2021

Additional information on AmeriCorps is available at 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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