



**CONSERVATION
LEGACY**



PLEASE NOTE: Applicants will need to apply here: <https://form.jotform.com/StewardsIPP/cva-member-application-winter-2025> Application form requires a resume, cover letter, professional references.

Community Volunteer Ambassador – Tumacácori National Historical Park

Location: Tumacácori, AZ

Position Details:

Stewards Individual Placements, a program of Conservation Legacy, provides individuals with service and career opportunities to strengthen communities and preserve our natural resources. The Community Volunteer Ambassador (CVA) Program combines the strength of a national leader in conservation service with the National Park Service to train a diverse group of emerging leaders to assist park units in building lasting connections to communities.

The incumbent will help develop a volunteer program for local high school students as well as develop Tumacácori National Historical Park's presence and increased utilization of Volunteer.gov. They will work with existing volunteers to increase satisfaction with the volunteer experience at the park, and they will plan volunteer enrichment opportunities. The CVA will work with staff to explore ways to leverage and improve community partnerships to add capacity to the volunteer program. The CVA will also help review, edit, and contribute to local policy updates.

Site Description

Tumacácori National Historical Park preserves, protects, and interprets a Spanish mission village site established in the late 1600s and its surrounding natural resources. Tumacácori offers rewarding opportunities for those interested in providing assistance to the park and the National Park Service, while at the same time increasing their knowledge and appreciation of the history and culture of the area. Volunteers provide many skills and services which enhance the quality of the park, its programs, and resources. Volunteers support the interpretation and education programs, cultural resources and historic preservation efforts, natural resources initiatives, provide historical research and translations, and many other unique roles.

Position Responsibilities:

- Youth volunteer program development
- Volunteer.gov development
- Partnership development
- Volunteer enrichment planning
- Other activities to support and enhance volunteer experience
- Contribute to local policy updates

CVA Minimum Requirements:

- Some post-secondary education
- Strong writing and editing skills
- Strong computer skills
- Attention to detail
- Willingness to work independently as well as part of a team
- Participate in the CVA National Early Service Training in March 2025 (date TBD)
- Be a U.S. citizen or lawful permanent resident.
- Be 18-30 years old at time of service (veterans up to 35 years old)



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- High School Diploma/GED
- Pass fingerprint-based FBI, state criminal, and a national sex offender checks.
- Be able to provide proof of a driver's license and complete a MVR check
- Must be over 21 years old or have had license for at least 3 years to be insured in this position

Preferred Qualifications:

- Bilingual English/Spanish
- Effective communication and public speaking skills

Additional Information:

Hours are flexible, housing is on site and CVA can walk to office.

Benefits:

- **\$600/week living stipend.**
- \$150/week in housing allowance, if housing is not provided.
- Limited health care/childcare benefits
- The position is eligible for an AmeriCorps Education Award \$7,395.00 (pre-tax) upon successful completion of the program
- \$1,200 in Professional Development funds for training, networking, conferences, and/or travel.
- Networking opportunities within the National Park Service and partnering organizations
- Public Land Corps Hiring Authority
- Week-long in-person training at NPS site with travel/meal expenses covered.

How to Apply

Please visit [Community Volunteer Ambassador \(cvainternships.org\)](https://cvainternships.org) to review "Member Positions" by region and find instructions on how to apply.

The CVA position will start on **Tuesday, January 21**, and run for 48 weeks until Friday, December 19, 2025.

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Please ensure your cover letter addresses how your experience aligns with the CVA program, your experience working with diverse populations, and position details for this park/position. You may submit one application for multiple positions by selecting all sites you are interested in.

Applications Deadline

Applications will be reviewed on a rolling basis. First review will occur in early November. Final deadline is **Sunday, December 8, 2024.**

For Application Questions:

Please contact James Gasaway, Program Director at jgasaway@conservationlegacy.org

Conservation Legacy is an equal opportunity employer. We are committed to hiring a breadth of diverse professionals and encourage members of diverse groups to apply. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, political affiliation, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other characteristic protected by law. We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or a reasonable



accommodation due to a disability during application or recruiting process, please send a request to the hiring manager.