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## **Position Description AmeriCorps Trail Maintenance Training and Implementation**

**POSITION: National Service Position through AmeriCorps— focused on Trail Maintenance Training and Implementation at Pennsylvania Parks and Forests Foundation**

**REPORTS TO: President**

**Mission:** PPF's mission is to inspire stewardship of Pennsylvania's state parks and forests.

**Operating Values:** \* Integrity \* Conservation \*Excellence \*Diversity \*Innovation \*Inclusion

**Trail Training and Workday Coordinator:** If you love to build relationships, share your enthusiasm for the outdoors, and train and lead volunteers, the national service position in trail maintenance and training at the Pennsylvania Parks and Forests Foundation may be right for you. Be an integral part of a dynamic team and be responsible for training volunteers in trail maintenance, leading volunteers in trail work days, and educating the public on Leave No Trace principles.

The right candidate will have flexibility to travel, will have experience working with volunteers, and have some knowledge of trail maintenance techniques.

### **POSITION ESSENTIAL FUNCTIONS**

- Develop and implement trail maintenance training for volunteers at a variety of skill levels.
- Assist PPF in developing a trail assessment app for volunteers to monitor and report trail maintenance needs.
- Work with state parks and forests to organize short- and long-term trail maintenance volunteer days/weekends/weeks.
- Write a monthly trail blog for the PPF website and one trail article for the Penn's Stewards newsletter.
- Understand our work and coordinate with the Public Engagement Coordinator to use social media platforms to tell the story of trail work and trail etiquette.
- Work with PPF staff to host a pilot alternative spring break.
- Plan and coordinate special volunteer days and corporate engagement days for trail work/adoption.
- Train volunteers and do programs on Leave No Trace Etiquette.

## POSITION ESSENTIAL REQUIREMENTS

- Ability to work with volunteers.
- Ability to meet deadlines and balance multiple projects within budget. Willingness to work independently and in small teams, across organization and inter-organizationally.
- Strong written & verbal skills. Strong organizational, administrative, time management and interpersonal skills.
- Commitment to the mission of the Pennsylvania Parks and Forests Foundation and passion for the outdoors.
- Trail maintenance background and training preferred. Leave No Trace trained a plus but will train.
- Ability to work some Saturdays and evenings as necessary-travel required.
- Ability to work in the field using trail building tools and lifting up to 40 lbs.
- Associate's or Bachelor's degree in park and recreation, conservation, or similar experience.

**Location:** Position based in PPF's Camp Hill office but travel required. Open to conversation on remote work.

**Financial:** This is a 1,700-hour AmeriCorps Position, with a bi-weekly stipend of \$845.

**Benefits:** After successfully completing your AmeriCorps term of service and enrolling in the National Service Trust, participants are eligible to receive the Segal AmeriCorps Education Award of \$6,985. This award may be used to repay qualified student loans and to pay current educational expenses at eligible institutions of higher education and training programs. This award can be transferred to children and grandchildren.

- Medical benefits for eligible members who do not currently have health insurance.
- Childcare assistance (income based)
- Student loan forbearance
- Qualified student loan interest accrual payment

**To apply:** Send resume and cover letter to:

Marci Mowery, President  
Pennsylvania Parks & Forests Foundation  
704 Lisburn Road, Suite 102  
Camp Hill, PA 17011

Or email [mmowery-ppff@pa.net](mailto:mmowery-ppff@pa.net)

**Deadline to Apply:** July 26, 2023