

**Position Description****Division:** Field Programs**Title:** STOR Corps Volunteer Coordinator**Job Location:** Gunnison County, Colorado**Job Duration:** July 13 – October 3, 2020**Announcement Date:** June 25, 2020**Application Deadline:** July 8, 2020**Note:** Interviews will be conducted on a rolling basis

**The National Forest Foundation (NFF) and Gunnison County** are pleased to offer a temporary position with the first-ever Sustainable Tourism and Outdoor Recreation (STOR) Corps, located in Gunnison County. The STOR Corps is an urgent response to provide employment opportunities for local residents who have been impacted by the economic crisis caused by the Covid-19 pandemic.

**About the NFF:** The NFF works with communities and organizations to conserve and enhance the watersheds, wildlife habitat, wild places, and recreational opportunities across our 193-million-acre National Forest System. The NFF seeks to engage all Americans in this work.

**Position Function:** The STOR Corps Volunteer Coordinator will work alongside Crewmembers, in coordination with the Crew Leader, and under the direction of the Gunnison County Stewardship Coordinator. This unique position will assist the STOR Committee, Gunnison County, and the NFF in starting a volunteer program to address sustainable recreation and environmental stewardship objectives in the summer of 2020. The Volunteer Coordinator will work on a crew of up to 10 and will be field-based. Tasks will include: volunteer recruitment and coordination, visitor outreach and education at local trailheads and campgrounds, tabling at events, and land stewardship work including trail work, habitat restoration, campground improvements, and other tasks as assigned. The Volunteer Coordinator will work up to 40 hours a week (approximately 20 hours on volunteer recruitment and coordination and 20 hours as a Crewmember), and may work weekends. Corps members may work weekends. This work will occur on public lands managed by municipal, state, and federal agencies. The Corps will work closely with community partners including other Corps and non-profit organizations.

**Position Duties and Responsibilities:** The STOR Corps Volunteer Coordinator is responsible for the following duties:

- Work in tandem with the Gunnison County Stewardship Coordinator to develop and manage a volunteer program framework that ensures a high-quality volunteer experience.
- Manage volunteer recruitment and registration for both individuals and groups of volunteers.
- Create and manage a volunteer database.
- Track volunteer statistics including demographics, numbers, and type.
- Work with STOR Corps Crew Leader to develop and implement public-facing outreach and education activities.
- Develop content for social media and press releases.
- Serve as a member of a stewardship Corps completing sustainable recreation and environmental stewardship projects. Public-facing work may include interfacing with the public to inform about Leave No Trace practices, directing visitors to the area to trailheads and campgrounds,

monitoring user patterns, and otherwise representing the STOR Committee, Gunnison County, and NFF.

- Instruct volunteers and other program participants in outreach activities, trail and restoration techniques, field safety, and project objectives.
- Assist with the management of field workdays by providing project orientation to participants, completing work in a timely and efficient manner, and ensuring safety at all times.
- Assist with the management of program safety in the field by ensuring the safety plans and Job Hazard Analysis (JHA) is followed at all times.
- Assist with the management of tool and food logistics in the field.
- Participate in pre-and post-project activities including briefings, evaluations, and trainings.
- Document work completed, including photographs and detailed work logs.
- Assist in promoting and conducting outreach for Gunnison County.
- Assist in implementing environmental education curriculum on select workdays.
- Participate in staff trainings and develop new skills and techniques as necessitated by projects.
- Provide clear, effective, and timely communication with the Crew Leader and Gunnison County Stewardship Coordinator.
- Other duties as assigned.

**Education and Qualifications:** NFF and Gunnison County expects the Volunteer Coordinator to possess the following educational and experiential qualifications:

- Associate or Bachelor's degree or some combination of similar education and experience is preferred.
- Volunteer coordination experience is preferred.
- Experience with outdoor recreation, volunteerism, education, and/or conservation and knowledge of or willingness to learn Forest Service, Bureau of Land Management, Gunnison County and other public land management policies, procedures, and regulations.
- An understanding of natural resources issues in Gunnison County.
- Proficiency in driving, hiking, and working in mountain environments.
- A demonstrated commitment to the environment.

**Abilities and Skills:** NFF and Gunnison County expects the Volunteer Coordinator to possess the following proven abilities and skills:

- Ability to work independently and perform fieldwork with minimal oversight;
- Ability to represent Gunnison County and the NFF with diverse constituents in a clear and professional manner through excellent oral communication skills, and excellent interpersonal skills;
- Ability to effectively manage a variety of projects and tasks to successful completion;
- Ability to work well, and be flexible in a team-oriented environment;
- Must have valid U.S. driver's license and clean driving record; and
- Ability and willingness to travel frequently throughout Gunnison County.

**Location:** The position is located in Gunnison County, Colorado.

**Compensation:** The Volunteer Coordinator will be paid \$23/hour. No benefits are associated with this temporary position. Uniforms will be provided.

**To Apply:** Please send a cover letter and resume (in .pdf format) as soon as possible, to Joe Lavorini, ([jlavorini@nationalforests.org](mailto:jlavorini@nationalforests.org)) with subject line: **"Application for STOR Corps Volunteer Coordinator"**.

*The National Forest Foundation is an equal opportunity employer and welcomes a diverse pool of candidates in this search.*

*For more information about the National Forest Foundation visit:*

*<http://www.nationalforests.org>*