



<b>Position title</b>	<i>Park Conservation Crew Member</i>
<b>Reports to</b>	<i>Grant Administrator / AmeriCorps Program Director</i>

### Member Position Information

The mission of the West Lafayette Parks and Recreation Department is to enhance the quality of life in the city by connecting its citizens to the best possible parks, recreational facilities, and programs. Our AmeriCorps program aims to further develop and conserve our public greenspaces through service experience. The Parks and Recreation Department has secured a grant that will allow AmeriCorps members to serve in West Lafayette. The department is seeking AmeriCorps members interested in park restoration efforts. The Park Conservation Crew is an entry level position that focuses on restoration activities primarily within West Lafayette's parks system. This is an excellent opportunity for someone interested in growing leadership skills, conservation, engaging the community, and the outdoors. Members can access free training, hands-on skill development, and experience a municipality. Participants will have the opportunity to build leadership potential through specific roles, allowing each member to contribute their own unique skills to the Parks Department.

### Expectations

- Assists and supports Parks and Recreation Department staff to support environmental stewardship, park and greenspace development, and community development positions.
- Members must commit to participating in all crew/team activities, including service days in local communities where applicable.
- Participate effectively as a member of a team, despite potentially stressful and difficult conditions. This may require problem solving on an interpersonal or group level as well as a willingness to accept differences.
- Willingness and ability to complete all aspects of the program including conservation projects, education, training, and all other service projects.
- Promote a healthy, supportive, member community.
- Cultivates community-wide relationships including volunteer outreach, recruitment, and park patrons.

- Appropriately represents the Parks Department and AmeriCorps to the public, park partners and patrons at all times.
- Supports crew leaders in educational opportunities surrounding the environment, sustainability, conservation and more for community members of all ages.
- Participate and support parks department staff during community events.
- Learns and performs landscape maintenance to include planting, pruning, weeding, mulching, watering, and propagating, as well as other horticultural practices and general greenspace management.
- Learns and performs conservation practices such as invasive plant removal, installing native plants, erosion mitigation, mulching on project sites, resource monitoring, sign installation, trail construction and maintenance.
- Participates in creating an equitable, safe, and welcoming space for all members.
- Operates City vehicles and other power equipment (e.g., trucks, gator, weed trimmer, and leaf blowers).

## Qualifications

- Valid driver's license with a safe driving record.
- Love of the outdoors is encouraged.
- Ability to learn necessary skills and apply them to effectively carry out the service requirements.
- Experience with youth or young adults, teaching, or environmental education a plus.
- Proficiency in Microsoft Office.
- Ability to communicate effectively and possess basic conflict resolution skills and experience or willingness to improve public speaking skills.
- Time-management skills and ability to serve independently as well as with others.
- Preference to be at least 18 years of age.
- Be a U.S. citizen, U.S. National, or legal permanent resident alien of the United States.
- Have a high school diploma, its equivalent, or obtain before the end of service term.
- Be able to pass federal, state, and National Sex Offender background checks.
- Provide proof of vaccination for COVID-19 or a religious exemption or a written medical exemption from a doctor or medical professional.
- Be driven to embrace learning opportunities, face challenges, and build community with their crew.
- Able to be dedicated to projects, stay positive, and be flexible with changing schedules, weather conditions, and project needs.

## Term Schedule

This Park Conservation Crew Member service term is 450-1700 hours (roughly 3-10 months, dependent on length of term) between September 18, 2023 – August 9, 2024. The schedule will be Monday through Friday with some weekends required.

**Benefits:** Living Allowance up to \$23,000 (Amount dependent upon length of term); Upon successful completion of term (450-1700 hours), you will be eligible for an AmeriCorps Segal Education Award up to \$6,895 (Amount dependent upon length of term and completion of term).

This program is available to all, without regard to race, color, national origin, disability, age, sex, political affiliation, or, in most instances, religion.

For questions, please contact Rachel Bingaman, Grant Administrator/AmeriCorps Program Director at [rbingaman@westlafayette.in.gov](mailto:rbingaman@westlafayette.in.gov), or (765) 775-5114.

## Service Conditions

AmeriCorps members will spend majority of the time outdoors in the community. Exposure to all weather conditions and dust is possible. Crew members will need to maintain a positive attitude in adverse service conditions, in which members may be expected to serve outside during hot, cold, or wet weather conditions. The AmeriCorps program will provide AmeriCorps Service Gear, PPE, first aid equipment, and a standard complement of tools to meet the needs of most projects.

## Physical requirements

The physical demands described here are representative of those that must be met by a member to successfully perform the essential functions of this position.

Member must be comfortable driving a City vehicle. This is a physically demanding position. Ability to lift 50 pounds and bend, stand, and crouch throughout the day. While performing the duties of this position, the member is regularly required to talk and hear. The incumbent may be required to climb, stoop, kneel, crawl, and walk. Members will serve in all types of environments including steep and wooded terrain.

Reasonable accommodations for the selection process and during service are available upon request, please contact Rachel Bingaman, Grant Administrator/AmeriCorps Program Director at [rbingaman@westlafayette.in.gov](mailto:rbingaman@westlafayette.in.gov), or (765) 775-5114.

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