AmeriCorps Environmental Program

Getting Things Done

JOB DESCRIPTION

**JOB TITLE:** AMERICORPS VOLUNTEER

AmeriCorps Environmental Program is an exciting program which allows individuals, ages 17 to 28, to contribute to the restoration and preservation of Maui and Molokai’s natural resources. The 8 week summer program will run from June 9 – August 1, 2008. While playing this vital role in the community to protect our natural resources, participants will receive a **living stipend** of $2,175 and a **$1,000 educational award**. The program combines physical work while learning about Hawaii’s natural and cultural history. Must be willing and able to camp overnight, hike, backpack, fly in helicopters and travel to outer islands. Application deadline: **May 1, 2008**. For more information call or email Donna Borge at (808) 873-3101 or email donna.borge@meoinc.org.

A three page application form is at the end of this document. The application form must be printed and filled out and sent to the address on the form.

**ESSENTIAL FUNCTIONS**

The AmeriCorps Intern participates in preserve operations, maintenance and management. This may include one or more of the following functions:

- Removes exotic species (primarily weeds)
- Maintains facilities, vehicles, fences, roads, trails, tools and equipment
- Gathering data for monitoring programs (i.e. vegetation and bird monitoring)
- Assist with community outreach efforts (i.e. Earth Day, volunteer service trips)
- Maintains preserve areas frequented by the visiting public

**REQUIRED KNOWLEDGE & SKILLS:**

- Required to complete required hours of service to the programs (AmeriCorps and Partnering agency)
- High school diploma and 0-1 years of experience
- Ability to operate various types of equipment in a safe and efficient manner (lawn mower, chainsaw, tractor, two-way radio, etc)
- Ability to follow instructions from colleagues
- Trained or willingness and ability to be trained in GIS use, pesticide application, trapping of feral animals, fire suppression, fence construction and maintenance, first aid/CPR, helicopter safety and repelling
- Valid drivers license and experience driving four wheel drive
- Valid Hawaii hunting license or willingness and ability to acquire
- Ability to perform physical work, sometimes under adverse conditions or in inclement weather.
- Ability to carry a 60 lb pack up to 12 miles and camp for 3-4 nights in remote rugged terrain.

**COMPLEXITY/PROBLEM SOLVING:**

- Resolves issues with supervisor
- Ability to prioritize assigned tasks
DISCRETION/LATITUDE/DECISION-MAKING:
• Consults supervisor on unusual or complex issues

RESPONSIBILITY/OVERSIGHT – FINANCIAL & SUPERVISORY:
• Receives instructions to complete required tasks
• Ability to assist with leading small preserve work groups (primarily volunteers)

COMMUNICATIONS/INTERPERSONAL CONTACTS:
• Interacts with other staff, partners and preserve visitors
• Ability to function productively as a member of a work team

WORKING CONDITIONS/PHYSICAL EFFORT:
The AmeriCorps volunteer may work in variable weather conditions, at remote locations, on difficult and hazardous terrain, and under physically demanding circumstances.

These conditions:
• require considerable physical exertion and/or muscular strain
• present frequent possibility of injury
• require long hours in isolated settings
• traveling by helicopter to work site
Maui AmeriCorps Environmental Program 2007-2008
Application Form

Answers must be typed or printed legibly in blue or black ink. Please answer all questions to the best of your ability in the space provided. Do not attach any information that is not requested. All applicants must turn in an application, resume, and one letter of recommendation (1) to:
MEO AmeriCorps Environmental Program
99 Mahalani Street
Wailuku, Hawaii 96793
Phone: 808-873-3102/Fax: 808-873-3103

1. Name: ____________________________________________________________

2. Current Mailing Address: ____________________________________________
City: ___________________________ State: _____ Zip Code: _______________
Current Daytime Telephone: _____________ Nighttime Telephone: ______________
Email Address: _________________________________

Street Address (if different): ____________________________________________
City: ___________________________ State: _____ Zip Code: _______________
Home Telephone: ________________ Birth date: __/__/_____
Social Security Number ________________ Gender: Male _____ Female _____

Check the highest level of education that you will have completed by the time you are planning to serve in AmeriCorps. (Check one)

__Some high school __ High school diploma or GED __Associate’s Degree
__ Some College __Bachelor’s Degree __Other’s (please specify) _______________________

Have you ever received an AmeriCorps educational award? Yes ___ No ___. If so from where? __________________
The following are positions, internship sites. Please check off which internship you are applying for. If applying for more than one internship, please rank your Choices, first choice being 1 (Interns must provide for their own transportation and housing):

Please check what position you are applying for

___ Full-time Positions (year around)
___ Part-time Positions (year around)
___ Summer (June-August)

Maui:
______ DLNR/DOFAW
______ Maui Coastal Land Trust-Waihe`e
______ Haleakala National Park

Molokai:
______ DLNR/DOFAW
______ The Nature Conservancy
______ USDA Plant Material Center
______ Kalaupapa National Park

Please answer the following questions. If needed, you may attach additional pages.

1. Why are you applying for an internship in environmental conservation? What do you hope to gain as an intern?

2. What are some of your long-term and short-term goals?

3. What do you consider to be your greatest strengths? What things would you like to most improve about yourself?

4. What do you think is the biggest threat to Hawaii’s environment? How would you solve this problem?

5. What relevant experiences make you a strong candidate for this internship?
6. What types of ecosystems would you most like to work in? What environmental conservation issues would you most like to be involved with during your internship? Why would you be a good fit for this internship?

7. This program requires that you actively participate in rugged terrain, on/in the water, and/or in bad weather, with minimal or no facilities (bathrooms, etc.). How would you fair in such conditions? Would there be any problems with your complete participation in the program? If yes, please explain fully.

8. How (or from whom) did you learn about this opportunity?

Applicant’s signature: ____________________________ Date: ______________

*Note: Interns must be able to perform efficiently the physical and mental duties of their position. Qualified applicants with disabilities who can perform the essential functions of the internship position are encouraged to apply. Maui Economic Opportunity, Inc and The Corporation for National Services is committed to making reasonable accommodations on a case-by-case basis.

I certify that all of the statements made in this application are true to the best of my knowledge. Maui Economic Opportunity, Inc. has my permission to inquire any information regarding my personal references.

APPLICATIONS FORMS MUST BE IN OFFICE by

May 1, 2008 summer