

AgCorps AmeriCorps Member Position Description



AgCorps Mission:

To serve Montana communities by providing Ag literacy and environmental stewardship education to create resilient, healthy, and engaged communities under the Big Sky.



Location	302 North Roberts St. Helena, MT 59601
Supervisor Information	Jasmine Chaffee, State Noxious Weed Coordinator
Term of Service	This is a full-time 1700hr position. Term dates are January- November 2025. Members are expected to serve 40 hours/week. Typical working times are Monday-Friday 8:00AM-4:30PM.

About AmeriCorps:

AmeriCorps is the federal agency for national service and volunteerism. AmeriCorps provides opportunities for Americans of all backgrounds to serve their country, address the nation's most pressing challenges, and improve lives and communities. The AmeriCorps mission is to improve lives, strengthen communities, and foster civic engagement through service and volunteering.

Purpose:

AgCorps is a state AmeriCorps program administered by the Montana Department of Agriculture. AgCorps aims to improve the capacity of partner organizations to meet their mission, grow collaborations, provide effective programming, and create resilient, healthy, safe, and engaged communities in Montana. This program is also designed to serve rural and underfunded school districts in Montana that require more accessibility to Ag literacy materials.

Location:

The Montana Department of Agriculture is a state department that operates more than 30 programs across the state. Some of those programs and topics include Adopt-A-Trailhead, Farmer's Market, Beekeeping, Noxious Weeds and Pest Management. The three main divisions of the department are the Agricultural Development Division, the Agricultural Sciences Division, and the Central Services Division. For more information on the department, visit www.agr.mt.gov.

With a population of a little over 33,000, Helena is a beautiful capital city with a small-town feel. Montana has something to offer everyone, whether you are into biking, boating, skiing or just exploring the outdoors. There are countless activities to enjoy right outside your door including the state's oldest farmer's market, tours of the famous mansion district and multiple festivals throughout the year. Helena is surrounded by several mountain ranges including the Big Belts, Elkhorns the Boulders, and numerous rivers and streams including the Blue Ribbon section of the Missouri River.

Service Position Summary:

Adopt a Trailhead Montana (AATM) is a cooperative volunteer program to help protect Montana's trails from further spread of noxious weeds. The program started in 2015, and since then there have been 74 AATM kiosks installed with around 42 of those trailheads adopted. Trailheads are ideal for weed establishment because there is frequent concentrated activity in a relatively small area. Noxious weeds at trailheads will lead to infested backcountry, city parks, and recreation areas which threatens Montana's tourism economy, wildlife habitat, and native plant communities. This program aims to stop and control noxious weeds at the trailhead, educate the public about noxious weeds and provide ways they can act against spreading noxious weeds when recreating.

Service members will maintain all current kiosks, recruit volunteer groups for new or existing trailheads without adoptees, conduct kiosk installs, run volunteer days at weed pull events, maintain social media and outreach for the program, work with other agencies and NGOs to grow the program, and assist the Pull Your Share program in schools around the state. The program educates the public on how to recreate responsibly, gives the community purpose, provides an avenue for action, and raises awareness on the threats noxious weeds pose.

This position will be in the field and on the road about 30% of the time. The remaining 70% will be conducted in a typical office environment. Transportation or mileage reimbursement for program activities will be provided.

Essential Functions and responsibilities:

- Coordinate AATM program for current members
- Recruit volunteer groups for new and existing trailheads
- Develop social media accounts and outreach for the program
- Organize volunteer groups and weed pull events
- Conduct kiosk installation
- Conduct annual maintenance of kiosks around the state
- Conduct outreach activities at schools and community events
- Assist with Pull Your Share program across the state
- Attendance to mandatory trainings (Orientation, Symposium, mid-service training and end of service training)
- Participation in evaluation and reporting (monthly reporting, bi-weekly timesheet submission and monthly check-in calls)

Knowledge, Skills, and Abilities Required:

- Familiarity with social media
- Knowledge of design and editing software (i.e., Canva, Adobe, etc.)
- Communication and public Speaking skills
- Understanding or willingness to learn about noxious weeds in Montana
- Valid driver's license

AmeriCorps Program Benefits:

- Members receive a living allowance of \$21,000 to cover basic expenses while serving

- Upon successful completion of service, members receive a \$7,395 education award
- While serving, members may qualify for student loan forbearance
- Healthcare/ childcare services are available while serving
- A \$300/month housing stipend if eligible
- Other benefits include being part of an incredible community, being surrounded by professionals in multiple fields, and job shadowing opportunities
- AmeriCorps alumni benefits include access to nationwide alumni network, many career resources, access to AmeriCorps alumni emails and updates

AmeriCorps Service minimum Requirements:

- Must be 18+ at the beginning of service (17+ requires parental consent)
- High school graduate, GED recipient, working towards obtaining a high school diploma/ GED
- Be a citizen, national, or lawful permanent resident alien of the United States
- Satisfy the National Service Criminal History Check eligibility criteria

For more information, please Contact:

Amanda Coyle: AgCorps Program Coordinator
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To Apply

Visit <https://my.americorps.gov>

* All positions are contingent upon a successful background check and continued CNCS grant funding.