



# AMERICAN CONSERVATION EXPERIENCE



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## Cultural Resource Member (August Start) - Homestead National Historical Park-REPOST - Beatrice, NE

National Park Service
 Beatrice, NE, USA
 \$ 600-600 per week
 Other
 Individual Placement
 EPIC

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### Summary

American Conservation Experience, a nonprofit Conservation Corps, in partnership with Homestead National Historical Park is seeking a Member to contribute to Cultural Resource and Archival projects alongside NPS Staff.

For more information about ACE, please visit: [www.usaconservation.org](http://www.usaconservation.org).

**Start Date 2:** 08/21/2023

**Estimated End Date 2:** 11/11/2023\*a 12-week minimum commitment is required \*

**Location Details/Description:** Homestead National Historical Park is dedicated to remembering the many legacies of the Homestead Act of 1862, which allowed any qualified person to claim up to 160 acres (0.65 km<sup>2</sup>) of federally owned land in exchange for five years of residence and the cultivation and improvement of the property. The park is five miles (8 km) west of Beatrice, Nebraska on a site that includes some of the first acres successfully claimed under the Homestead Act. It features two visitor centers, two historic structures and 3-miles of woodland and prairie trails.

For more information about Homestead National Historic Park please visit <https://www.nps.gov/home/index.htm>

**Position Overview:** [Provide a brief summary of the member service by outlining a summary of the agency mission/purpose and how the anticipated applicant connects within the organization or agency. Enter specific details outlining scope of work or day-to-day expectations, including unique circumstances members should be aware of. Outline how this position is meeting an unmet need for the partner organization, differentiating it from any permanent staff positions.]

This internship will focus on organizing the park's photographs (both physical and digital). The intern will determine if any need to still be digitized, and relocate all the printed photos into one area. Another step in this process will include updating metadata to be uploaded in the National Park Service online repository NPGallery. After learning about park history and examining photos, the intern will help tell the history of Homestead National Historical Park by creating engaging social media posts and web articles utilizing images in the photo archive.

The park's photo digitization project began over 20 years ago. The park houses over 16,000 historic photographs documenting the 80+ years of park history. Most of the photographs have been digitized or were born digital, but the images are not yet available to the public. This project will work toward the organization of the information related to the photos, allowing the public to view and search these records of the history of the park.

Additional duties may include assisting with the annual museum inventory, housekeeping, park events, and visitor services.

**Schedule:** [Include days and hours of the week that the member will be expected to serve most commonly while in the position, ex: Mon-Fri, 8:30am - 5:00pm. Make sure to indicate if the days/hours will vary throughout the position, and specify the time zone.]

### Position Benefits

**Living Allowance:** The ACE Member is expected to contribute ~40 hours/week and will receive a living allowance of \$600/week to offset the costs of food and incidental expenses, dispersed bi-weekly.

**AmeriCorps Education Award Program:** position may be eligible for an 450-hour AmeriCorps Education Award while serving under the EAP 2022/23 grant year program, valued up to \$1718.25 upon successful completion of [a complete service term.

**Loan Forbearance:** AmeriCorps members may also be eligible for federal loan forbearance. Additional enrollment steps are required.

**Qualifying Child Care Coverage:** AmeriCorps members may also be eligible for qualifying child care coverage. Additional enrollment steps are required.

**Public Land Corps Hiring Authority:** Members serving under this agreement may be eligible for a federal hiring authority upon completion of their term of service. PLC projects also include specific eligibility requirements such as age and citizenship. Please contact ACE staff with questions about eligibility, or view general information online <https://www.usaconservation.org/epic/#eligibility-requirements>.

**Housing:** ACE members will be accommodated in provided housing at no cost for the duration of the term.

**Relocation Allowance:** ACE members will have access to up to \$250 to be used for eligible relocation expenses. Further details regarding distribution of these funds will be provided during the interview process.

**Provided Training/Orientation:** ACE members will receive position specific training and an orientation outlining ACE policies and procedures, clear guidance on prohibited activities, and networks for support. This project will teach some of the methods used to organize archives, create metadata, and write for interpretation. The position will develop abilities to plan projects, and introduce the National Park Service digital asset management database (NPGallery). The Cultural Resources team will provide mentoring and training in the GS-1421 Archives Technician Series, GS-1016 Museum Specialist/Technician Series, and the GS-0170 Historian series.

### **Qualifications**

#### **Required:**

- Members must be a U.S. citizen or Permanent Resident, as required by U.S. government contracts
- Willing and able to represent ACE and the partner organization in a professional, positive, and enthusiastic manner.
- Ability to be both self-directed/work alone, and be a positive, contributing member of a group.
- A valid driver's license and an insurable driving record (documentation to be provided upon request).
- Willing to undergo and must pass the required the-part criminal history check.
- Ability to perform the essential duties of the position with or without reasonable accommodation.
- ACE Members will need to complete bi-weekly timesheets, beginning of term feedback forms, end of term evaluations and for longer terms, a mid-term evaluation.
- Members may not participate in any prohibited activities as listed in the Member Service Agreement or as defined by AmeriCorps.
- To learn more about eligibility requirements, please visit our website <https://www.usaconservation.org/epic/#eligibility-requirements>.

#### **Preferred:**

- Competitive applicants for this position will have coursework or experience in history, archives, or museum studies.
- Knowledge of the historical research process, an attention to detail, and the ability to communicate ideas effectively.
- Basic computer skills including a familiarity with Microsoft Word.

#### **Physical Demands, Work Environment and Working Conditions:**

- *Physical Demands:* Requires frequent sitting, using hands to handle or feel, reaching, and carrying. talking and hearing]. Manual dexterity required for handling fragile objects. Required to stoop, kneel, climb step ladders, push carts, and crouch to retrieve objects.
- *Vision Requirements:* Requires close, distance, peripheral and depth perception vision as well as the ability to focus.
- *Weight Lifted or Force Exerted:* Frequently moves up to 15 lbs., ability to move up to 40 pounds.
- *Environmental:* Mainly indoor, office environment conditions; indoor air quality is good and temperature is controlled.

**Environmental Conditions/Hazards:** The ACE member(s) may encounter environmental conditions/hazards including extreme heat or cold, biting insects, and potentially dangerous wildlife. The member is expected to conduct duties in a safe and orderly manner so as not to endanger self, fellow staff/members or resources.

**Vehicle and Equipment Use/Safety:** If a vehicle is required for the accomplishment of the duties, one will be provided by NPS or ACE. Any tools required for the accomplishment of the duties will be provided by the NPS. Use of personal protective equipment (PPE), typically provided by the NPS will be mandatory for any activity that requires it. Strict adherence to NPS and ACE equipment training, certification and safety protocols is required.

**To Apply:** Please submit your resume, a cover letter demonstrating your interest and experience, and contact information for three professional/academic references to the online application page for this position here: <https://usaconservation.applicantpool.com/jobs/>. Early consideration will be given as resumes are received. This position may close at any time. If you have any questions regarding this position please feel free to contact Outreach and Recruitment Specialist, Emanuel Aragon Cruz at [ecruz@usaconservation.org](mailto:ecruz@usaconservation.org)

**EEO:** American Conservation Experience provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, American Conservation Experience complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities.

## Apply Now

\* Fields Are Required

**What is your full name?**

 First Name\*

 Last Name\*

**How can we contact you?**

 Email\*

 Phone Number\*

 Cell ▼

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