Interested in Working Outdoors?
Join our Stewardship Team and help keep Nevada wild!

Now Hiring:
Summer Conservation Program Associate
300 or 600 hr AmeriCorps Service Member

Location: Reno, Nevada
Position: Average 40 hours per week/300 or 600 hours total
Duration: Mid-May/early June 2021 – August 2021 (300 hr)
Mid-May/early June 2021 - October 2021 (600 hr)

Position Description:
Assist and lead a variety of conservation projects throughout Nevada, mostly in back-country settings, manage volunteers, participate in volunteer recruitment and outreach activities, learn all aspects of volunteer coordination, assist in educational presentations throughout the community and online, and provide photos and written content for Friends of Nevada Wilderness email, social media, and newsletters.

Primary Responsibilities:
- Support and lead a variety of stewardship projects throughout Nevada, mostly in backcountry settings, where hiking 1-10 miles and carrying heavy loads (up to 50 lbs) may be required.
- Motivate and support volunteers, keeping them comfortable and enthused
- Take photos and name, edit, and store photos from stewardship program trips and events
- Accurate and timely inputting of data and preparation of project files
- Participate in volunteer recruitment activities and share information about Friends of Nevada Wilderness volunteer opportunities at community and virtual events.
- Assist in preparation and distribution of press releases and media packages regarding stewardship opportunities and events to media outlets
- Distribute and maintain posters and fliers throughout the community
- Provide written content and photos for Friends of Nevada Wilderness’ e-news and print newsletters
- Keep equipment clean and in working order at all times
- Reliable transportation to and from the Reno office

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Basic Qualifications:
- 18 or older
- US citizen or equivalent
- High School diploma/GED or equivalent experience
- Current driver’s license and clean driving record
- Basic computer skills - Word, Excel, data entry
- Flexibility regarding work schedule; some weekends will be required*
- Self-motivated, positive attitude, and flexible while working in a multi-task environment
- Ability to communicate and work with a diverse population
- Ability to hike up to 10 continuous miles per day with a heavy pack, lift up to 50 lbs, and work outdoors in all types of weather
- Enjoy the outdoors - due to the remote nature of work, camping will be required (you don’t need to be an outdoor expert by any means, you just need to be enthusiastic to spend time outdoors and learn outdoor skills)

Helpful Experience (Not Required):
- College courses or equivalent experience in a related field
- Backcountry camping/hiking/backpacking experience
- Volunteer experience related to conservation work
- Leadership experience, formal or informal
- First aid/CPR certification
- Off-highway driving experience and the ability to handle large vehicles
- Bilingual abilities are a plus

Compensation
- Americorps Stipend - $1,230/month, additional $500 living stipend from FNW at the completion of service
- $1,300 Education Award at the completion of service
- Ability to borrow FNW camping gear while leading projects
- Invaluable experience running all aspects of a conservation program, managing volunteers, and coordinating projects.

Notes:
- Persons with disabilities are encouraged to apply.
- This position does not have recurring access to vulnerable populations.
- Nevada Outdoor School does not discriminate on the basis of race, color, national origin, sex, disability, religion, sexual orientation, marital status or age in its programs, activities or in its hiring and employment practices.
- This AmeriCorps program is made possible by a generous grant from Nevada Volunteers.
- There is no housing provided with this position.

To apply, please email a cover letter, resume, and 3 references directly to employment@nevadawilderness.org with the subject line “Conservation Program Associate” and indicate in your application whether you are interested in the 300 hr, 600 hr or both term lengths. For questions about the different position lengths or anything else in the application, please contact stewardship@nevadawilderness.org

Friends of Nevada Wilderness is proud to be an Equal Opportunity Employer, and is committed to being a place where a diverse mix of talented people want to come, to stay, and to do their best work. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. Applicants are encouraged to include service as an AmeriCorps and Peace Corps service volunteer or veteran, or identity as a person with disabilities. Self-identifying is optional and will not result in any adverse treatment for the applicant.

*Note: The AmeriCorps member responsibilities require a flexible schedule to be determined weekly or
monthly with their supervisor. This position does require frequent weekend work.