

Gulf Specimen Marine Lab AmeriCorps Educational Stewardship Program AmeriCorps Environmental Stewardship Volunteer



Position Description

The AmeriCorps Environmental Stewardship Volunteer will provide experiential environmental stewardship learning opportunities and enhance environmental exhibits at the Gulf Specimen Marine Lab Campus in Panacea, FL.

Service Term: September 1, 2022-July 31, 2023

Days/Hours: This position is 40 hours/week. These may be early morning, day, and evening hours, including some weekend hours. Members are required to serve for a minimum of 1700 hours throughout program year.

Member Duties:

- Serve as guides for tours throughout the facility every day to interact with visitors.
- Lead school fields trips.
- Lead camp and children's activity programs.
- Lead daily beach walks.
- Lead tours in the St. Marks NWR landholdings.
- Lead group discussions and facilitate guest lectures.
- Assist the AmeriCorps Program Manager with the development and enhancement of post-visit materials and interactions as takeaways to further connect everyday choices made by humans and the protection of important ecosystems.
- Participate in trainings, attend community meetings and workshops, and implement best practices on outreach.

Position Requirements and Specifications:

- At a minimum, must have a high school diploma, GED, working toward attaining a high school diploma or GED during their term of service.
- Reliable transportation required. Members will be required to travel within the community and to/from service sites. Valid Driver's License and Insurance required.
- Be a U.S. citizen, a U.S. national, or a Lawful Permanent Resident Alien
- Be able to successfully pass a criminal background check

Physical Requirements:

- Able to be on feet and mobile up to 10 hours per day.
- Able to lift 20lbs sometimes

Benefits:

- Maximum living allowance of \$16,502 (gross before taxes) for term of service.
- Education award of \$6,495 is provided upon successful completion of service.
- Daily meals available at no cost to member
- Forbearance on qualified student loans and interest accrual payments while serving (taxable)
- Childcare assistance (if qualified)
- Health insurance – option to enroll with premium paid in full for member only
- Professional development and training opportunities
- AmeriCorps service gear (must be worn every day)

AmeriCorps Prohibited Activities

While charging time to the AmeriCorps program, accumulating service or training hours, or otherwise performing activities supported by the AmeriCorps program or CNCS, staff and members may not engage in the following activities (see 45 CFR § 2520.65):

- a. Attempting to influence legislation;
- b. Organizing or engaging in protests, petitions, boycotts, or strikes;
- c. Assisting, promoting, or deterring union organizing;
- d. Impairing existing contracts for services or collective bargaining agreements;
- e. Engaging in partisan political activities, or other activities designed to influence the outcome of an election to any public office;
- f. Participating in, or endorsing, events or activities that are likely to include advocacy for or against political parties, political platforms, political candidates, proposed legislation, or elected officials;
- g. Engaging in religious instruction, conducting worship services, providing instruction as part of a program that includes mandatory religious instruction or worship, constructing or operating facilities devoted to religious instruction or worship, maintaining facilities primarily or inherently devoted to religious instruction or worship, or engaging in any form of religious proselytization;
- h. Providing a direct benefit to—
 - i. A business organized for profit;
 - ii. A labor union;
 - iii. A partisan political organization;
 - iv. A nonprofit organization that fails to comply with the restrictions contained in section 501(c)(3) of the Internal Revenue Code of 1986 related to engaging in political activities or substantial amount of lobbying except that nothing in these provisions shall be construed to prevent participants from engaging in advocacy activities undertaken at their own initiative; and
 - v. An organization engaged in the religious activities described in paragraph 3.g. above, unless CNCS assistance is not used to support those religious activities;
- i. Conducting a voter registration drive or using CNCS funds to conduct a voter registration drive;
- j. Providing abortion services or referrals for receipt of such services; and
- k. Such other activities as CNCS may prohibit.

AmeriCorps members may not engage in the above activities directly or indirectly by recruiting, training, or managing others for the primary purpose of engaging in one of the activities listed above. Individuals may exercise their rights as private citizens and may participate in the activities listed above on their initiative, on non-AmeriCorps time, and using non-CNCS funds. Individuals should not wear the AmeriCorps logo while doing so.

Non-duplication and Nondisplacement: [45 CFR §§ 2540.100\(e\)-\(f\)](#)

§ 2540.100 What restrictions govern the use of Corporation assistance?

(e) *Nonduplication*. Corporation assistance may not be used to duplicate an activity that is already available in the locality of a program. And, unless the requirements of paragraph (f) of this section are met, Corporation assistance will not be provided to a private nonprofit entity to conduct activities that are the same or substantially equivalent to activities provided by a State or local government agency in which such entity resides.

(f) *Nondisplacement*. (1) An employer may not displace an employee or position, including partial displacement such as reduction in hours, wages, or employment benefits, as a result of the use by such employer of a participant in a program receiving Corporation assistance.

(2) An organization may not displace a volunteer by using a participant in a program receiving Corporation assistance.

(3) A service opportunity will not be created under this chapter that will infringe in any manner on the promotional opportunity of an employed individual.

(4) A participant in a program receiving Corporation assistance may not perform any services or duties or engage in activities that would otherwise be performed by an employee as part of the assigned duties of such employee.

(5) A participant in any program receiving assistance under this chapter may not perform any services or duties, or engage in activities, that—

(i) Will supplant the hiring of employed workers; or

(ii) Are services, duties, or activities with respect to which an individual has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures.

(6) A participant in any program receiving assistance under this chapter may not perform services or duties that have been performed by or were assigned to any—

- (i) Presently employed worker;
- (ii) Employee who recently resigned or was discharged;
- (iii) Employee who is subject to a reduction in force or who has recall rights pursuant to a collective bargaining agreement or applicable personnel procedures;
- (iv) Employee who is on leave (terminal, temporary, vacation, emergency, or sick); or
- (v) Employee who is on strike or who is being locked out.

Fundraising by members: [45 CFR §§ 2520.40-45](#)

§ 2520.40 Under what circumstances may AmeriCorps members in my program raise resources?

- (a) AmeriCorps members may raise resources directly in support of your program's service activities.
- (b) Examples of fundraising activities AmeriCorps members may perform include, but are not limited to, the following:
 - (1) Seeking donations of books from companies and individuals for a program in which volunteers teach children to read;
 - (2) Writing a grant proposal to a foundation to secure resources to support the training of volunteers;
 - (3) Securing supplies and equipment from the community to enable volunteers to help build houses for low-income individuals;
 - (4) Securing financial resources from the community to assist in launching or expanding a program that provides social services to the members of the community and is delivered, in whole or in part, through the members of a community-based organization;
 - (5) Seeking donations from alumni of the program for specific service projects being performed by current members.
- (c) AmeriCorps members may not:
 - (1) Raise funds for living allowances or for an organization's general (as opposed to project) operating expenses or endowment;
 - (2) Write a grant application to the Corporation or to any other Federal agency.

§ 2520.45 How much time may an AmeriCorps member spend fundraising?

An AmeriCorps member may spend no more than ten percent of his or her originally agreed-upon term of service, as reflected in the member enrollment in the National Service Trust, performing fundraising activities, as described in § 2520.40.

By signing below, I acknowledge and accept the duties required for service.

Member Name: _____

Member Signature: _____

Date: _____

Program Director Name: _____

Program Director: _____

Date: _____