



**POSITION NOW CLOSED – FOR REFERENCE ONLY**

**Position Title:** GIS Cultural Resource Steward – AmeriCorps

**Conservation Legacy Program:** Stewards Individual Placements

**Site Location:** Cumberland Gap National Historical Park, 91 Bartlett Park Road, Middlesboro, KY 40965

**Application Due:** Friday, July 3rd

**Terms of Service:**

- **Start Date:** 10/12/2026
- **End Date:** 2/26/2027
- **AmeriCorps Slot Classification:** 675-Hour Slot

**Purpose:**

Stewards Individual Placements (Stewards), a program of Conservation Legacy, provides individuals with AmeriCorps service and career internship opportunities to strengthen communities and preserve our natural resources. Participants serve with federal agencies, tribal governments, and nonprofits to provide institutional capacity, develop community relationships, and support ecosystem health. Stewards in partnership with the NPS GIS office is hosting a cohort of GIS stewards.

The position is located at Cumberland Gap National Historical Park (CUGA). The Park is located at the corners of Kentucky, Tennessee, and Virginia. Cumberland Gap forms a major break in the Appalachian Mountain chain which provided a path for Daniel Boone and nearly 300,000 settlers into Kentucky during the late 18th century to early 19th century. We seek a GIS Steward to work with our Cultural Resource staff to review and upgrade existing spatial data using standardized NPS templates and establish field and office workflows for the creation and maintenance of future spatial data. This position will also assist with park-wide general GIS requests such as creating project maps, and data management on AGOL and NPS Portal. Dormitory style park housing is provided.

**Description of Duties:**

This position will work with the park's GIS Specialists and Cultural Resource staff to:

- Develop and enhance GIS data for park cultural resources, including historic buildings, roads, trails, landscape features such as vegetation, fences, signs, and archaeological sites.
- Review and modernize legacy data sets, including old shapefiles and non-standard geodatabases, create maps for web and mobile GIS platforms, improve mobile GIS workflows, and develop tools and applications for data creation, editing, and updating.
- Create Standard Operating Procedures and tutorials for managing park cultural resources GIS data including field mapping, updating the master data, metadata procedures, maintaining online maps, etc.
- Assist with organization of other cultural resources spatial and non-spatial data
- Assist with other park projects to be identified based on park needs and on Steward interests, skills, and goal.
- Assist field staff to conduct high-accuracy data collection of known cultural sites.
- Assist with park-wide general GIS requests such as creating project maps, and data management of existing features on AGOL and NPS Portal to support natural resources field data collections.

### **Requirements:**

- United States citizen, United States national, or a lawful permanent resident alien
- Applicants must be between ages of 18-30 years old, or up to 35 for veteran, based on Public Land Corps Act of 1993 authorizing this AmeriCorps opportunity.
- Has received a high school diploma or equivalency certificate; or has not dropped out of elementary or secondary school to enroll as an AmeriCorps participant, and agrees to obtain a high school diploma or its equivalent prior to using the education award
- Agrees to provide information to establish eligibility and to complete a National Service Criminal History Check.

### **Preferred Qualifications**

Advanced GIS skills and experience with ESRI ArcGIS desktop and web software and applications are essential, whether gained through coursework or applied experience. Applicants must be able to demonstrate proficiency in geospatial data management, including working with geodatabases, performing database queries, editing data, and producing well-designed cartographic products. Coursework or experience in anthropology, archeology, or other cultural resource discipline is preferred. Generally, the applicant should be detail-oriented and organized, technically inclined, and possess good collaboration and communication skills, including writing and presenting. A successful applicant will also be self-motivated and, after the initial training period, comfortable working independently, reaching out to the core workgroup or outside specialists as needed.

Applicants who have obtained or are pursuing a GIS degree or certificate and/or with GIS experience are preferred. Prior to starting this position, a federal government security background clearance will be required.

**Our Commitment:**

*Conservation Legacy is committed to the full consideration of all qualified individuals and will ensure that persons with disabilities are provided reasonable accommodations to perform essential job functions. Physical requirements may include periodic overnight travel, non-traditional work hours, ability to move across varied terrain, use program-specific tools and a range of technology on an infrequent or frequent basis. Exerting up to 25 pounds of force occasionally to lift, carry, push, pull, or otherwise move objects. The ability to safely drive an organizational vehicle may also be required for some positions. If you need assistance and/or reasonable accommodation due to a disability during the application or recruiting process, please send a request to the hiring manager.*

**Time Requirements:**

- Typically, this position is expected to serve 40 hours per week, but exact service schedules may vary. A half hour lunch break will not be counted towards AmeriCorps service
- Member may be required to participate in national, state, or local service projects or events as part of their service term.

**Orientation and Training:**

- Member will receive an orientation that includes training on AmeriCorps prohibited and unallowable activities.

**Benefits:**

- Segal AmeriCorps Education Award of \$2,817.14
- Living Allowance of \$600 per week.
- Additional Benefit of \$200 per week.
- Housing Provided

**Evaluation and Reporting:**

As an AmeriCorps member, performance will be evaluated on whether the member has completed the required number of hours, the member has satisfactorily completed assignments, and if the member has met other performance criteria that were clearly communicated at the beginning of the term of service.

Reporting requirements include, but are not limited to, bi-weekly timesheets and accomplishment tracking.

**Supervisor Name and Contact Information:**

Program Contact information: James Gasaway, [jgasaway@conservationlegacy.org](mailto:jgasaway@conservationlegacy.org)

Service Site Contact Information: Amy Settles, [Amy.Settles@nps.gov](mailto:Amy.Settles@nps.gov)

*Conservation Legacy is an equal opportunity employer, and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, pregnancy, age, national origin, disability status, genetic information, protected veteran status, or any other characteristic protected by law.*

*We also consider qualified applicants regardless of criminal histories, consistent with legal requirements. If you need assistance and/or reasonable accommodations due to a disability during the application or recruiting process, please send a request to the hiring manager.*