



POSITION NOW CLOSED – FOR REFERENCE ONLY

Position Title: GIS Cultural Resources Steward – AmeriCorps

Conservation Legacy Program: Stewards Individual Placements

Site Location: 1100 Old Santa Fe Trail, Santa Fe, NM 87505 (Teleservice eligible, within commuting distance to Santa Fe, NM or Lakewood, CO)

Application Due: Friday, July 3rd

Terms of Service:

- **Start Date:** 10/05/2026
- **End Date:** 02/19/2027
- **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 Intermountain Region's Cultural Resources Program is seeking a GIS Steward to assist with the development and maintenance of datasets pertaining to historic structures, archaeological sites, and cultural landscapes. This position is part of the National Park Service's GIS Stewards program, which strengthens data collection and management to support science-based decision making in parks. The position will be located in Santa Fe, NM or Lakewood, CO and may include an option for situational telework with occasional travel. No park housing is available.

Description of Duties:

The Steward will collaborate with cultural resource datasets and may assist with GIS data management, field data collection, and web mapping. This opportunity offers hands-on experience and contributes directly to preserving culturally significant resources.

Duties include editing GIS spatial data and attribute tables using the NPS Cultural Resources Spatial Data Transfer Standards. As part of their service, the GIS Steward

can expect to deploy a variety of technical skills to identify decision points and solve issues that arise.

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

Consideration will be given to applicants who have prior GIS experience using the current suite of ESRI ArcGIS software and extensions, and the ability to develop and analyze spatial information with GIS. Candidate should possess practical knowledge of appropriate geodatabase design principles and understanding of geographic projection datums and geospatial data. Must have proficiency in geospatial data management, including working with geodatabases, performing database queries, georeferencing, and data creation. The position requires the ability to take initiative, communicate effectively, and work independently, as well as participate effectively in collaborative efforts.

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 \$280 per week.

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

Service Site Contact Information: George Prothro, George_Prothro@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.

