Conservation Leadership Development Program Member 2019-2020
MINIMUM and HALF TIME POSITION DESCRIPTION

POSITION INFORMATION:
The Conservation Leadership Development Program (CLDP) has been developed for members who are looking for an intensive entry-level experience in preparation for a career in the conservation field. Members are selected to serve at a single host site that best matches the individual’s interests. Applicants must be comfortable serving in rugged environments, and be able to perform physically demanding duties (see physical and behavioral requirements below*).

The Conservation Leadership Development program will be either a two or six month term in which members serve side-by-side with professionals in the natural resource management field, gaining in-depth experience in varying conservation initiatives throughout the state and Pacific. Conservation initiatives and duties vary depending on the agency in which the member is placed at; ranging from invasive species removal and native habitat restoration to outreach and education. Members will gain valuable professional experience within the natural resource management field as well as networking opportunities with leading professionals in the field. Most importantly, members will have the opportunity to serve and restore some of Hawaii’s most precious natural areas and resources.

While scheduling varies depending on the host site, CLDP members are expected to serve an average of 40 hours a week, typically Monday through Friday, in some cases requiring weekends and evenings. Some duties may require extensive camping throughout the program depending on the needs of the host site. Members are held to a high degree of personal and professional responsibility, and are expected to follow through on all program requirements.

As an AmeriCorps member, applicants cannot exceed the maximum allowable terms as set forth by the Corporation for National Community Service. To find out the current regulations regarding eligibility, please visit the AmeriCorps website.

*Kupu is committed to making reasonable accommodations upon request for those with disabilities. For details please contact Kupu at 808- 735-1221 x2002.

AVAILABILITY:
There will be one or more positions on each of the following islands: O`ahu, Maui, and Hawai`i Island (Kona). The number of positions and areas in which positions are available are subject to change. Members must be able to serve at minimum, 80 hours per pay period to finish their term as scheduled.

BENEFITS:
● Up to $1,600 monthly living allowance*
● Education Award through Kupu’s largest supporter, AmeriCorps
  ● Minimum Time (300 hours): $1,289.95
  ● Half Time (900 hours): $3,047.50
● Opportunity to gain extensive knowledge about a single/handful of host sites (as members serve with one agency for the duration of the program)
● An extremely in-depth learning experience and further awareness of specific environmental issues
● Opportunity to serve side-by-side with a supervisor and potential employer in the environmental field
● Health care and loan deferment available for eligible applicants
● Valuable career and life skills
● The opportunity to protect Hawaii’s natural resources and make a positive impact in your community

*Living allowances are subject to taxes and are paid bi-weekly over six months. Should, in special cases, the position last less than eleven months, the living allowance will be prorated appropriately. Living allowances are awarded at the above stated amount and are not dependent on hours served.
PROGRAM DATES:
Minimum Time Term: June 8 - August 1, 2020
Half Time Term: June 8 - November 21, 2020

APPLICANT REQUIREMENTS:
- **Age** - Applicants must be at least 17 years of age by the start date of the service term (due to AmeriCorps regulations).
- **Diploma** – Applicants must have a high school diploma or equivalent, or be working towards one.
- **Citizenship** - AmeriCorps regulations require that members fall under one of the following designations: US Citizen, US National, or Lawful Permanent Resident Alien
- **Criminal History Check** – Selected participants are offered a conditional acceptance and must meet AmeriCorps criminal history check requirements
- **Housing/Transportation** - Applicants must have their own personal housing and transportation arrangements on-island.
- **Physical & Behavioral Requirements** - Due to the nature of this program, the physical and behavioral demands described here are representative of those that must be met by a member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable members with disabilities to perform the essential functions.
  - Able to serve extended hours on steep, rugged terrain; under extreme hot and cold weather condition
  - Able to hike long distances carrying a 20 lb backpack
  - Able to lift 30+ lbs, and operate basic hand tools (machetes, shovels, picks, etc)
  - Able to serve and camp in remote locations with minimal facilities
  - Able to serve closely, interact according to Kupu’s core values and expectations, and camp with agency field crews for consecutive days and weeks
- **Prohibited Activities** – AmeriCorps members will not participate in any prohibited activities as defined in their Member Service Agreement, if hired.

HOW TO APPLY:
**Complete the Online Application**
The application can be filled out on our website at [www.kupuhawaii.org/conservation](http://www.kupuhawaii.org/conservation). Please read ALL instructions and answer questions to the best of your ability.

Please note that you will need to upload your resume and list two job references. Upon submitting your application, please notify your job references that they will be receiving an email containing a link to complete an electronic reference form. It is your responsibility that these forms are submitted; please be sure to allow enough time for your references to complete the online reference form. If they are not received, your application will be considered incomplete. Application and all required materials must be received by priority deadline March 31, 2020.

GUIDELINES FOR References:
- All references should come from professional sources such as coaches, bosses, teachers, groups you’ve volunteered with, or anyone who has known you for at least three months. References should not include immediate family members or close friends.
- References should be able to speak to your personal and professional attributes

NEED HELP?
Call (808) 735-1221 ext. 2002 or e-mail us at conservation@kupuhawaii.org should you have additional questions.

This program is made possible due to the support of the following funders: