

Position: Aggie Outdoor Volunteers Director 2017-2018

Mission: The mission of Aggie Outdoor Volunteers is to develop conservation leaders through hands-on outdoor service. Director will be in charge of seeking out opportunities for service with community organizations and maintaining good working relationships with them.

Qualifications:

- Current USU Student
- Volunteered at least for one year in the Service Center, or demonstrate possession of equivalent qualifications (determined by Service VP and Community Service Coordinator)
- Have a 2.5 GPA or higher

Compensation:

- May receive an AmeriCorps Education Award (can be applied to future tuition or student loans) after completing 300 hours. Talk with Service VP and Community Service Coordinator to enroll. Hours begin August 2017.

Partnerships:

- Communicate with the Social Justice & Sustainability Issue Area Coordinator
- Collaborate with programs and Community Partners in the Social Justice & Sustainability issue area
USU programs include: Aggie Sustainability, SNAC, and STEP
Community Partners include: Utah Conservation Corps, Nordic United, Stokes Nature Center, Bear River Land Conservancy

Program Events/Activities:

Required

- Plan monthly service project for volunteers

Optional

- Partner with local agencies to conduct volunteer projects

Committee Work:

- Assemble and manage program committee

Service Center Responsibilities:

- Attend the following events
 - Day on the Quad
 - Service Center Kick-Off (fall) and Re-Charge (spring)
 - Fall training retreat
- Attend established office hours: 3 hours a week during business hours
 - Be available for meetings with students and staff
- Fill out all required paperwork including:
 - Dashboards (event reports)
 - Risk Management Paperwork as needed
- Track hours on AGS or OrgSync, and encourage volunteers to do the same
- Actively inform and educate new volunteers for Service Center
- Meet with Issue Area Coordinator on a regular basis
- Manage and train volunteers
- Plan and prepare for school year programming during the summer
- Update Program Director Binder
- Manage volunteer sign up forms and project reporting forms