



Friends of Acadia 2015 Acadia Youth Technology Team Coordinator

Bar Harbor, Maine

Posted 1/23/2015

Friends of Acadia is accepting applications for a seasonal Acadia Youth Technology Team Coordinator to direct and oversee the day-to-day work of the Acadia Youth Technology Team (AYTT), a team of high school/college student interns working at Acadia National Park (ANP) during summer 2015. The Coordinator reports to an Acadia National Park Ranger with additional supervision by Friends of Acadia's (FOA) Conservation Projects Manager. The Coordinator mentors and supervises the AYTT as they assist Acadia National Park with implementing technology projects that improve the park visitor experience and engage the next generation of Park stewards. Projects anticipated this summer include exploring the use of WebCams, placement of QR codes in the park, video production, and use of social media. These technology projects will be linked with others in the park to create a technology trail concept. The Coordinator's expertise lies with the technical aspects of implementing these projects, as well as the organization of day-to-day tasks for the team.

Duties:

1. Works well with members of the Acadia Youth Technology Team and management staff, assisting with all assigned job duties and collaborative projects
2. Co-manages four Acadia Youth Technology Team members, which will include but not be limited to:
 - a. Works with the ANP and FOA staff to set the goals and work schedule for the AYTT
 - b. Ensures team completes weekly time cards
 - c. Works with team in the field and will focus their attention to the tasks at hand
 - d. Collaborates with ANP and FOA staff to resolve any issues that arise
 - e. Oversees team needs, such as materials they will need in the field
 - f. Develops lists of equipment needs and coordinates ordering with FOA
 - g. Maintains safety of the team in the field and must report any team member injuries on the job to FOA Director of Finance and Administration
3. Oversees all assignments, assuring team completes all aspects of the program including:
 - a. Brainstorming
 - b. Field tests of technology
 - c. Integration of social media
 - d. Public outreach/presentation
 - e. Evaluation of the field tests
 - f. Reporting and documentation through photography, videos, blogging, and other social media, and that they integrate this work with the online presence of ANP and FOA, following media and design standards
4. Attend NPS training on radio operating procedures and handling emergency situations

**Qualifications:**

- Technologically savvy, enjoy working with computers and computer systems, and are able to learn and use new programs or applications
- Good oral and written communication, capable of making complex technical terms understandable by the general public
- Experience at fostering a positive learning environment for young people
- Good project management skills – the ability to see a project through from concept to implementation and evaluation
- Successful completion of projects in a collaborative decision-making environment
- Graphic design and public presentation skills
- Capable of carrying at least 20 lbs of equipment and supplies while hiking moderate to steep trails

Requirements: Must pass a federal background check. Valid Driver's License is needed and must have reliable transportation for travel to/from work. You will be provided with an AYTT uniform shirt, but must supply own footwear, raingear, and pants/shorts appropriate for hiking in all conditions at Acadia National Park. The Coordinator will complete a Friends of Acadia employment agreement and National Park Service Volunteer-in-Parks agreement (VIP). Upon completion of the VIP agreement and safe vehicle operation training by park staff, the Coordinator will be able to operate a government vehicle during the course of normal work day activities. The Coordinator seeks out a vehicle for field operations.

Period of Service: This position is approximately 13 weeks from early June to the end of August, 40 hours/week, Monday through Friday. Applicant must be available for the entire season, but reasonable accommodation will be made for intermittent conflicts. **Wages:** \$15.00/hr. **Pay period:** Every two weeks. **Housing:** Applicants will be expected to find their own housing. **Work Environment:** Some of the work is performed outdoors and may involve moderate risks or discomfort. **Uniforms/Equipment:** Uniform shirts and technology equipment provided.

To Apply: Email cover letter, resume, and references **all in PDF format** to Paige Steele at paige@friendsofacadia.org . Call Friends of Acadia at (207) 288-3340 or 1-800-625-0321 with questions. Friends of Acadia is an Equal Opportunity Employer.

Application deadline: March 2, 2015

Friends of Acadia is an independent nonprofit organization, founded in 1986. Its mission is to preserve the outstanding natural beauty, ecological vitality and cultural distinctiveness of Acadia National Park and the surrounding communities, and thereby to ensure high quality experiences for visitors and residents. Since 1986, FOA has granted more than \$20 million for park and community conservation. The organization has more than 4,000 members and makes possible the employment of more than 130 workers directly serving Acadia National Park.