



**Southern California Mountains Foundation
AmeriCorps Program
Member Application**



The Southern California Mountains Foundation is a non-profit organization that supports environmental conservation and the protection of natural resources. This is achieved through programs and services that are carried out by youth, adults and community partners. The Southern California Mountains Foundation AmeriCorps Program is one of the Foundation's most prestigious and needed service programs that help protect and conserve the San Bernardino National Forest, as well as helps reduce the proliferation of wildfire disasters.

The AmeriCorps Program hires each six (6) months up to 27 individuals that are appointed to become AmeriCorps members and serve as members in a crew or team: Below describes the minimum eligibility qualifications, definition of what you are agreeing to become; position duties, service qualifications and how to apply.

MINIMUM ELIGIBILITY QUALIFICATIONS

To be qualified to participate in the Southern California Mountains Foundation AmeriCorps, the member shall meet the following minimum eligibility qualifications:

- A. Be a U.S. citizen, a U.S national, or a lawful permanent resident of the United States;
- B. Is at least 17 years of age at the commencement of service unless the member is out of school and enrolled:
 - i. In a full-time, year round youth corps Program or full-time summer Program as defined in the Act (42 U.S.C. 12572 (a)(2)), in which case he or she must be between the ages of 16 and 25, inclusive, or
 - ii. In a Program for economically disadvantaged youth as defined in the Act (42 U.S.C. 12572(a) (9), in which case he or she must be between the ages of 16 and 24 inclusive.
- C. Has a high school diploma or an equivalency certificate, or, agrees to obtain a high school diploma or its equivalent before graduating from this program and who has not dropped out of elementary or secondary school in order to enroll as a member.
- D. Member must be able to pass a criminal history check and a NSOPW check prior to enrolling into the AmeriCorps Program.

WHAT YOU ARE – A PROGRAM PARTICIPANT NOT AN EMPLOYEE

AmeriCorps members are not employees of the program or of the federal government. Members are not employees of the Southern California Mountains Foundation. Members are considered "participants" under federal law.

The definition of "participant" in the National and Community Service Act of 1990 as amended applies to AmeriCorps members. As such, "a participant (member) shall not be considered an employee of the program in which the participant (member) is enrolled" (42 U.S.C. 12511 (17) (B)). Moreover, members are not allowed to perform an employee's duties or otherwise displace employees.

AmeriCorps service is not considered "employment" pursuant to California Unemployment Insurance Code Section 634.5 (j), and therefore AmeriCorps members do not qualify for Unemployment Insurance or State Disability Insurance benefits as a result of their service in the Program.

As an AmeriCorps member, during your term of service, you may be required to serve more than 8 hours per day or 40 hours per week. If you are unable to serve more than 8 hours per day or 40 hours per week on any given occasion, you must provide your program director with a legitimate reason in order to be excused from the service activity.

POSITION DUTIES

The AmeriCorps Member shall perform services on the San Bernardino National Forest that assist in the restoration and conservation of natural resources, as well as assist in reducing wildfire disasters. To achieve this, the Member is trained to perform the following services:

- Install fences to protect natural resources

- Reduce Fire Fuels with chainsaws or other tools
- Brushing
- Trail Maintenance
- Create Fire Breaks
- Litter and weed abatement
- Cut/prune trees and shrubs
- Remove vegetation
- Forest Restoration
- Eradication of Invasive Weeds
- Control Erosion
- Wildfire Mitigation
- Assist in the Recruitment of Volunteers to serve on the San Bernardino National Forest
- OHV illegal road eradication
- Tree cutting
- Tree planting
- Burnt area recovery
- Seed collection/nursery maintenance
- Recycling on the SBNF
- Other restoration services identified by the U.S. Forest Service

TRAINING REQUIREMENTS

All AmeriCorps members shall also participate in member training which includes:

MEMBER ORIENTATION

The Member Orientation is part of the overall training plan. The Member Orientation includes the following meetings/workshops:

- The history and mission of the Urban Conservation Corps of the Inland Empire;
- The history and mission of the San Bernardino National Forest Service;
- The history of national service;
- Discussion of all policies, procedures, and prohibited activities;
- Team building;
- The Spirit of Volunteerism;
- A tour of the San Bernardino National Forest;
- Tools and Equipment that will be used in Service;
- Safety Training/ First Aid
- Hands On Procedures of the Services that will be performed;
- Daily Member Service Protocol & Schedule
- Southern California Mountains Foundation Rules and Regulations for Members

MEMBER ON-GOING TRAINING

As, stated in the Member Hiring Agreement, each member is required to complete 675 hours. Of these 675 hours, a maximum of 20% of these hours (135 hours) will be on training, education, and other similar approved activities. The Member Orientation is accredited to the member training hours. After the Member Orientation, there will be ongoing training which will be held a minimum of 2 days per month.

ON-GOING TRAINING

The ongoing training will be coordinated and tracked by the Southern California Mountains Foundation AmeriCorps Program Manager. Below is a list of critical trainings that will take place at least twice a month.

HARD SKILLS

- Disaster Service
- Disaster Response and Recovery
- Chainsaw/ S212 Chainsaw Safety
- Wildfire mitigation practices
- Forest restoration,
- Wildfire recovery
- Forest Restoration/Treatment

SOFT SKILLS

- Skills that assist in employability and career development:
- Verbal and non-verbal communication;
- Ethics of services and civic responsibility;
- Self-image, behavior and attitude;
- Conflict resolution;
- Building relationships;
- Consensus building;
- Leadership development;
- Employable soft skills;
- Cultural diversity;
- Racial discrimination;
- Civility and humanity;
- Reminder of prohibited activities.

QUALIFICATIONS BEYOND THE MINIMUM ELIGIBILITY QUALIFICATIONS

The ideal qualifications for an AmeriCorps Member is person who meets all of the minimal qualifications listed in this document, as well as the following:

- Must be able to hike long distances up to three miles in rough and uneven terrain
- Must be in relatively good shape and good health
- Must have reliable transportation
- Must have an interest in environmental conservation, a plus are college students in the sciences
- Must be able to use tools that may weigh up to 25lbs
- Must be able to lift a minimum of 25lbs
- Must be able to serve the hours required (hours will be provided during the interview)
- Must be a team player and have a great attitude
- Must not have committed any crimes within the past two years (a criminal background check will be made to assess any recent crimes)
- Must be able to pass a criminal background check (sex offenses are immediately dismissed or major crimes)
- Must have your own housing and support system beyond the living allowance (the living allowance is not enough to support you entirely)
- Must be able to provide a minimum of one reference that will verify that you will make a great AmeriCorps member

Member Information

First Name	
Middle Name	
Last Name	

Current Address (All information will be sent to this address unless you notify us of a change)	
Street Number	
Street Name	
City	
Zip Code	

Home Number	
Cell Number	
Another Number if Both of those Numbers are disconnected	
Email address:	
Do you have a Facebook? (we do check out your Facebook) <input type="checkbox"/> Yes <input type="checkbox"/> No	

Date of Birth	
Place of Birth	
Are you a United States citizen, national, or lawful permanent resident alien? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Gender <input type="checkbox"/> Female <input type="checkbox"/> Male	

EDUCATION

Check the highest level of education that you will have completed by the time you are planning to serve in AmeriCorps. (Check only one.)

- Some high school Associate's degree Graduate degree
 High school diploma or GED Some college Other (please specify):
 Technical school/Apprenticeship Bachelor's degree _____

List all schools after high school that you have attended, including trade or technical schools, military training and employment training programs.

NAME OF SCHOOL (LIST MOST RECENT FIRST)	LOCATION OF SCHOOL (CITY & STATE)	DATES ATTENDED FROM – TO (MO/YR)		MAJOR AREA OF STUDY	TYPE OF DEGREE OR CERTIFICATE	DATE RECEIVED OR EXPECTED

COMMUNITY SERVICE

In the space below, describe how you have reached out to help others and/or how you have been involved in your own community. Elaborate on why you decided to help out or get involved, and what you received in return—that is, what you learned or how it made you feel. Think in broad terms. Your involvement could include serving in neighborhood, school, youth, religious, social, professional, or volunteer groups; helping out with community service projects; or participating in less formal activities, such as assisting an elderly neighbor.

1) How have you been involved in your community? No Yes

If you served in an organization, include the organization name, location, dates, and phone number. List your most recent activity first.

Most Recent Volunteer Service to the Community

Organization Name: _____

Location: _____

Dates of Involvement: From: _____ to: _____

2) Description of Community Service Work:

How many hours per week did you volunteer for this organization: _____

Contact Person: PHONE (_____) _____

3) Have you previously served in AmeriCorps? No Yes

If yes, which one – check all that apply:

- AmeriCorps*VISTA
- AmeriCorps*NCCC
- AmeriCorps*State and National Program

If yes, what was the name of the AmeriCorps program (please write it below)

Location: _____

CITY

STATE

Term of Service: From: _____ to _____.

MONTH/YEAR

MONTH/YEAR

Did you complete your term of service? No Yes

If No, please explain?

EMPLOYMENT

List and briefly describe the last two employment positions you have held. Begin with the current or most recent and go back up to three years. Include self-employment, internships/fellowships, home management, and full-or part-time paid or unpaid work experience. A résumé does not substitute for any items on your application.

Employment 1# Organization Name: _____

Job Title:

Duties: _____

Start Date: _____ End Date: _____

Supervisor: _____ Phone Number: _____

Reasons for leaving: _____

Employment 2# Organization Name: _____

Job Title: _____

Duties: _____

Start Date: _____ End Date: _____

Supervisor: _____ Phone Number: _____

Reasons for leaving: _____

MOTIVATIONAL STATEMENT

Why do you want to join AmeriCorps? What could you contribute to AmeriCorps? What do you hope to gain from serving as an AmeriCorps member? If you need additional room, attach a separate piece of paper and limit your response to 500 words or less.

LEGAL

Answer the following questions fully. Existence of criminal conviction/adjudication may or may not, depending on the circumstances, disqualify you from consideration. However, any intentional misrepresentation or omission will disqualify you. Do not include minor traffic violations.

Have you ever been?

Convicted of any criminal offense by a civilian court or by military authorities? Yes No

Adjudicated or held responsible as a juvenile offender of any criminal offense by a civilian court or by authorities? Yes No

Are you under charges for any offenses or are any civil suits or judgments pending against you?
 Yes No

Are you on probation? Yes No Are you on parole? Yes No

If no, skip to "Certification" below. If you answered yes to any of the questions above, please provide the following information:

a. Have you been in prison? Yes No

If yes, where? (Please list the most current prison) _____

What were your charges? _____

How long were you in prison? _____

What county? _____

b. Have you been in Jail? Yes No

If yes, were? _____

What were your charges? _____

How long were you in jail? _____

What county? _____

Do you have a felony conviction? Yes No

If yes, for what? _____

Do you have a probation or parole officer? Yes No If yes, please give us the following information:

First name _____ Last Name _____

Phone Number of Probation/Parole Officer listed above: _____

SKILLS AND EXPERIENCE

Listed below are skill areas that the Southern California Mountains Foundation AmeriCorps finds useful and may seek in applicants for AmeriCorps. Check the skill area that you have some experience in and please indicate where did you learn it?

- Fuels reduction
- Trails maintenance
- Tree cutting
- Mountain Tree planting
- Burnt area recovery
- Seed collection/ nursery maintenance
- Erosion Control
- Habitat restoration
- Chainsaw

- Loppers
- McLeods
- Pick Ax
- Rakes
- Pulaski
- Rock bars
- Other _____

Please list any other special skills in science or conservation or fire service or any other related field experience that you have had that will be helpful in evaluating your application.

Please provide a minimum of one reference:

First Name of Reference	
Last Name of Reference	
Relationship to the Candidate	
Email of Reference:	
Phone Number of Reference:	

CERTIFICATION

I certify that all of the statements made in my AmeriCorps application are true, correct, and complete, to the best of my knowledge, and are made in good faith. I understand that misinformation or omission of information could result in disqualification and/or termination as an AmeriCorps member.

I authorize the Southern California Mountains Foundation to investigate any information provided in my application, to check the references I have provided and to check with any other person who may have information relevant to my qualifications for a position in this program. I realize that this information may be shared with potential partners.

I further authorize my current and past employers or anyone with information concerning my work history, education or qualifications to provide such information to the Southern California Mountains Foundation. I agree to hold harmless from any claim of liability on my behalf anyone supplying such information to the Southern California Mountains Foundation.

Furthermore, I understand that if I am offered a position, such offer will be conditional upon receipt of a satisfactory report from the National Sex Offender Registry and the California Department of Justice. I agree to allow an appropriate agency to obtain a set of my fingerprints for the purpose of conducting a criminal background check to assess if I have been convicted of 1st degree murder or sex offenses. I understand that if my criminal background check proves that I have been convicted of a 1st degree murder or of a sex crime, I will not be eligible to serve in this program.

PRIVACY ACT NOTICE: The Privacy Act of 1974 (5 U.S.C & 552a) requires that the following notice be provided to you: The authority for collecting information from you in this application is contained in 42 U.S.C 12592 and 12615 of the National and Community Service Act of 1990 as amended, and 42 U.S.C 4953 of the Domestic Volunteer Service Act of 1973 as amended. You are advised that submission of the information is entirely voluntary, but the requested information is required in order for you to participate in AmeriCorps programs

Print First Name	
Print Last Name	
Signature	
Date	

Note: If any of the sections are left blank, the application will be returned to the Candidate. Please complete all sections of this application.

OFFICE USE ONLY:
