

# Women's Rights National Historical Park



Experience Your America through an Internship

## VOLUNTEER-IN-PARKS Positions open

### GIS MAPPING ASSISTANT

Supervisor: Anne Derousie

Location: 136 Falls St,  
Seneca Falls, NY 13148

Applications accepted by email: Subject line to read recruiting  
Email to [Anne\\_Derousie@nps.gov](mailto:Anne_Derousie@nps.gov) or 315-568-0007

#### Job Description:

Provides support to Cultural Resources Division and the Maintenance Division in the maintenance of historic houses, landscape features, exhibits, and collections. Duties include creation and maintenance of GIS layers documenting facility maintenance and archeological activities over five park properties. The volunteer may develop a special project or temporary exhibit based on park themes and their interest. The volunteer will operate as a critical member of the Cultural Resources Division Staff, which has responsibility for collections, research library, exhibits, historic housekeeping, and landscape and historic structure preservation planning. All work takes place under the supervision of the park historian.

**Skills to Be Developed in the Course of the Internship** - Familiarity with the purpose and mapping protocols of a range of cultural resource management reports, conversion of technical reports and maps in printed and electronic format to Create a comprehensive history of land use to assist in park management.

**Volunteer must wear Volunteer Uniform shirt and nametag (provided) while on duty.**

**Disclaimers** - Photographs and other products taken or completed in the course of the volunteer's tour of duty to document conditions or activities are the property of the NPS. Products created under the volunteer's tour of duty will be used in accordance with NPS needs and policies.

#### Skills required

Attention to detail, thoroughness, safety awareness, basic MS Office programs, familiarity with AUTOCAD and GIS systems, demonstrated skills in gathering and reporting information, ability to translate technical reports and drawings into map layers, ability to document activities accurately, demonstrated ability to create well-documented visual summaries and accompanying written narratives. Confidentiality and respect for sensitive nature of data.

**Training Required:** Background Investigation

Computer Security Training

Eppley Institute courses on NPS

Orientation to Women's Rights National Historical Park

Reviewed by: Vivien Rose

Last updated: 1/08/2012