



INSTRUCTIONS FOR APPLYING FOR EEL CORPS POSITION WITH FRANKLIN COUNTY SOLID WASTE

All applications must be received by email or in person by Monday, October 15 at 4:30 PM

1. Create an AmeriCorps profile at <https://my.americorps.gov/mp/recruit/registration.do> (instructions included below)
2. Fill out Application for Environmental Education Leadership Corps, fillable PDF document
3. Select Franklin County Solid Waste as Service Site placement in application
4. Submit application following listed instructions to Ashley.mike@ky.gov
5. Email completed application and resume with 3 references to bhecker@franklincountyky.com, or bring in person to Franklin County Fiscal Court, 321 W Main Street

Creating an AmeriCorps Profile

IMPORTANT! Do not skip this.

You cannot serve without a My AmeriCorps account.

The following information will help you create a profile.

1. Go to <https://my.americorps.gov/mp/recruit/registration.do>
3. Use the directions and screenshots on the following pages for specific instructions.
4. Check for TYPOS BEFORE YOU SUBMIT YOUR INFORMATION!!!!!!!!!!!!
5. USE a permanent email address. School addresses may stop working after you graduate.
6. Check your Spam/Junk folder if you do not see a confirmation message from recruitment@americorps.gov in your email account. IMPORTANT!!! **Don't skip this step!!!!** You must follow up by clicking the link in the confirmation email from recruitment@americorps.gov to create your username and password.
7. You DO NOT have to complete a My AmeriCorps application to serve with The EELCorps. But you must have a profile on file through myAmeriCorps!
8. Email [Ashley Mike](mailto:ashley.mike@ky.gov), her email address is ashley.mike@ky.gov and she will send you an application to fill out once that is done.
9. We will contact you about next steps.