



VetsWork AmeriCorps Position Description

Position Title: Recreation Technician

Project Sponsor: Pisgah National Forest – Grandfather Ranger District
<http://www.fs.usda.gov/nfsnc>

Project Location: 109 E. Lawing Dr., Nebo, NC 28761

Project Sponsor Mission: The mission of the USDA Forest Service is to sustain the health, diversity, and productivity of the Nation's forests and grasslands to meet the needs of present and future generations.

Mt. Adams Institute Mission: VetsWork is a program of the Mt. Adams Institute (MAI). MAI's mission is to strengthen the connection between people and the natural world through education, service learning, career development and research. Learn more at:
www.mtadamsinstitute.org

Position Summary: In partnership with the Mt. Adams Institute, the Pisgah National Forest will support a VetsWork intern in the district recreation program. The intern will provide program support, performing a variety of work in key recreation areas. This position provides a breadth of experience in public lands recreation to prepare interested veterans for a job in recreation management with the U.S. Forest Service. This is a field technician position that involves daily outdoor work in all-weather conditions, long distance hiking, and the lifting of heavy equipment. The intern will receive specialized training in the use of landscape equipment and technical trail maintenance.

General Responsibilities (to include, but not limited to):

1. Maintenance and cleaning of developed recreation facilities including campgrounds, picnic areas, and trailheads.
2. Maintaining and improving the condition of hike, bike, horseback, and off-highway vehicle trails using a variety of specialized tools.
3. Serve as a member of a summer recreation crew in charge of mowing and landscape maintenance activities for recreation areas.
4. Working with volunteers and partner organizations to support community involvement.

5. Interfacing with the public to answer routine questions regarding recreational activities.
6. Checking visitor use of recreation facilities to monitor compliance with recreation area rules and regulations of parking, campfires, sanitation, use of picnic sites, or hunting and fishing.
7. Complete a Community Action Project that is identified by the Intern, researched, and implemented during the term of service.
8. Attend and complete all MAI/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
9. Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.
10. Wear an MAI uniform and/or appropriate identifiers and required safety gear while performing service or attending official events.

Position Requirements:

1. Must have a valid driver's license, clean driving record and ability to provide documentation. Must comply with Driver Certification and Safety Agreement (see VetsWork Application Documents on website).
2. Attend a mandatory orientation in Dover, TN from 3/4 to 3/8 (food and lodging provided), intern trainings, and intern meetings.
3. Passion for service, public lands management, and environmental issues.
4. Willingness to work with a wide variety of people with diverse backgrounds and interests.
5. Substantial interpersonal skills and the ability to communicate effectively one-on-one and in public speaking settings.
6. Ability to utilize landscaping tools and heavy equipment (training provided).
7. Ability and desire to work outdoors in all seasonal weather conditions.
8. Able to carry heavy packs over uneven ground over long distances.
9. Meet other requirements of federal employee (eg. background check, defensive driving, etc...)
10. Must have served in US Armed Forces and have a DD214 with an honorable discharge.
11. 21 years of age at beginning of service term.
12. U.S. citizen, national or lawful permanent resident.
13. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
14. Ability to commit to the full 45-week term of service.
15. Selection, placement and retention are contingent upon passing the National Sex Offender Public Register and a national FBI fingerprint check. Position does have recurring access to vulnerable populations.
16. Members are eligible to serve up to four terms of service and receive AmeriCorps Education awards for each term of service up to the value of two full time education awards only. It is the responsibility of the applicant to inform MAI of any previous service in an AmeriCorps program, regardless of whether or not they completed the previous term(s) of service. MAI is not liable for providing an Education Award to a member if they are not eligible under the Corporation for National and Community Service AmeriCorps guidelines.

Preferred Qualifications:

1. Education in natural or cultural resource management, horticulture, or environmental or social sciences.
2. Skill and experience in landscape and/or trail maintenance.
3. Demonstrated history working or recreating in a backcountry, semi-backcountry, or natural environment.
4. Demonstrated understanding and appreciation of a wide variety of outdoor recreation activities related to sightseeing, trails, camping, water-based recreation and fish & wildlife.
5. Ability to work in a team environment with a diverse group of members on a wide range of tasks.
6. Interest in working with the public and comfort with public speaking and engaging recreation users.

Member Benefits Include:

1. A total taxable living allowance (before taxes) of \$13,500, paid over term of service.
2. Upon successful completion of a term of service, eligible members receive an education award of \$6,095. The education award can be used to repay qualified student loans, for further education in an accredited institution of higher learning, vocational or trade schools. The education award is taxed in the year that it is used.
3. Loan forbearance (after successful completion of a term of service, AmeriCorps will pay the accrued interest on qualified loans, which is taxable).
4. Basic medical insurance (covers members only, not dependents; vision and dental not included).
5. Child care allowance for those who qualify.
6. VetsWork is an apprenticeship program approved by the Department of Veterans Affairs (VA) and the Department of Labor. Members with G.I. Bill benefits may be able to dual enroll as an apprentice and access their Monthly Housing Allowance (MHA) of up to approximately \$2400 per month. Actual benefits vary by individuals' qualified benefits.
7. Professional development, trainings and networking opportunities.
8. A \$500/month housing stipend is provided by service site.

Transportation Information:

1. Project site is not accessible by public transportation.
2. Agency/Organization vehicles are available for work-related travel.
3. Intern is responsible for travel to and from orientation and to and from duty station.

Equal Opportunity:

People of color, people with disabilities, veterans and LGBTQ candidates are strongly encouraged to apply. MAI is committed to a diverse workplace and to supporting our staff with ongoing career development opportunities. MAI is an equal opportunity employer and does not discriminate in its employment decisions.

MAI provides reasonable accommodations to applicants and employees as required by law. Applicants with disabilities may request a reasonable accommodation at any point in the employment process.

Application Instructions Below

Application Deadline: Open Until Filled

Interviews: Will occur as qualified applications are received.

Type of position: Individual Placement

Service Dates March 4, 2019 to January 10, 2020

Length of Term: 1700 hours

How to apply:

Step 1 - Complete your application in the following way:

Online at the AmeriCorps website: <https://my.americorps.gov/mp/login.do>

1. If you do not already have a username and password, click on the red **Apply to Serve** button.
2. Once you have logged in, create an application by clicking "Applications" under the "My AmeriCorps" menu. Complete the entire application.
3. To apply to this specific position, click "Search Listings" under the "My AmeriCorps" menu and search by program name **Mt. Adams Institute** (this needs to be spelled exactly as listed).
4. Select the position listing: **VetsWork – Mt. Adams Institute – Veterans Only** and click "Apply Now" at the bottom of the page.

Step 2: Submit these additional materials promptly (email preferred). **Your application will not be considered until all of the materials listed below are received.**

1. A resume.
2. A cover letter for each position in which you are interested applying.
3. A copy of your DD 214 with an honorable discharge (general under honorable conditions discharge considered on a case-by-case basis).
4. Visit <https://mtadamsinstitute.org/internships/#vetswork> to print the MAI AmeriCorps Certification Form found under VetsWork Application Documents heading. Sign and date the form with original signature.
5. A copy of your driving record/abstract from your local DMV. Your abstract must go back at least three years, which may mean you need to submit additional abstracts for other states you have been a resident of within that timeframe.

6. Submit your completed MAI Driver Certification and Safety Agreement form found at <https://mtadamsinstitute.org/internships/#vetswork> under VetsWork Application Documents heading.

7. Read “VetsWork Frequently Asked Questions” and “Is VetsWork Right for Me?” found at <https://mtadamsinstitute.org/internships/#vetswork> under VetsWork Application Documents heading.

Questions? Contact Katie Schmidt at katie@mtadamsinstitute.org or
509-395-3465
Mt. Adams Institute
2453 HWY 141, Trout Lake, WA 98650

Checklist for Completed INTERN APPLICATION

Forms can be mailed or scanned and emailed to Katie Schmidt.

- Application** – AmeriCorps online application
- Resume**
- DD214**
- Separate cover letter** for each position for which you are applying.
- List positions in order of preference if applying for more than one**
- MAI AmeriCorps Certification Form**
- Driving Record / Abstract** – from your local DMV covering the last three years (will require more than one if you have lived in multiple states within that time).
- Driver Certification and Safety Agreement form**