



VetsWork AmeriCorps Position Description

Position Title: Facilities Management Technician

Project Sponsor: Gifford Pinchot National Forest
Mount Adams Ranger District
<https://www.fs.usda.gov/giffordpinchot>

Project Location: 2455 Hwy 141
Trout Lake, WA 98650

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 Gifford Pinchot National Forest will sponsor a VetsWork AmeriCorps intern to support the Forest facilities maintenance programs. This position will perform a variety of tasks as needed including upkeep of buildings, grounds, and related structures, fixtures, and utilities. Assignments may include general carpentry, plumbing, roofing, operation of tools and equipment, and other general labor tasks.

The Gifford Pinchot National Forest, located in southwest Washington State, is one of the oldest National Forests in the United States. Included as part of the Mount Rainier Forest Reserve in 1897, this area was set aside as the Columbia National Forest in 1908, and renamed the Gifford Pinchot National Forest in 1949.

Two volcanic mountains, stunning backcountry scenery, and a multitude of streams, rivers, and lakes help make up the 1.4 million acre Gifford Pinchot National Forest (GPNF) located in southwest Washington, [Forest Vicinity Map \(printable version\)](#). Two Ranger Districts (Cowlitz

Valley and Mt. Adams) and a National Volcanic Monument (Mount St. Helens National Volcanic Monument) comprise the GPNF.



More than one million visitors recreate on the forest annually, visiting the 110,000 acre National Volcanic Monument, camping at one of the 60 campgrounds, recreating at the 16 sno-parks, hunting, fishing, and driving on the more than

2,000 miles of accessible roads. An incredible wealth of natural resources provides forest products, water, fish and wildlife habitat, along with forest-product harvest, biomass, and geothermal opportunities. Check out our website at: www.fs.usda.gov/giffordpinchot.

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

1. Conducts visual examinations and operational tests to determine the need for, and the performance of, repair work on a level of difficulty and responsibility of trades such as carpentry, painting, plumbing, roofing, etc.
2. Maintain and repair facilities including, but not limited to: roadway and information signs, parking lots, administrative buildings, bunkhouses, and visitor centers.
3. May also perform a variety of laborer tasks such as clearing brush, seeding and sodding, clearing timber, policing grounds, waste disposal, mowing, repairing damaged roadways, cleaning ditches, and assisting other trade positions.
4. Work effectively in various Forest locations, in changing environmental conditions.
5. Complete a Community Action Project that is identified by the Intern, researched, and implemented during the term of service.
6. Attend and complete all MAI/AmeriCorps training and service requirements including orientation, trainings, team meetings and national service days.
7. Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.
8. 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 Corbett, OR from 2/03 to 2/07 and Intern trainings in Trout Lake, WA (food and lodging provided for orientation and trainings).

3. Physically able to perform arduous maintenance work. Typical maintenance duties may require the candidate to stand, stoop, kneel, climb ladders, and work in tiring positions. Able to lift, carry, and set up material that weighs 15-40 pounds or more.
4. Knowledge of safe use and care of tools and equipment. Skill in using a variety of hand tools such as hammers, saws, pliers, wrenches, etc. Comfortable using general grounds maintenance equipment such as lawn mowers, weed eaters, etc.
5. Ability to work well with others and adapt to changing priorities.
6. Meet other requirements of federal employee (eg. background check).
7. Must have served in US Armed Forces and have a DD214 with an honorable discharge.
8. 21 years of age at beginning of service term.
9. U.S. citizen, national or lawful permanent resident.
10. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving an education award.
11. Ability to commit to the full 45-week term of service.
12. Selection, placement and retention are contingent upon passing the National Sex Offender Public Register and a national FBI fingerprint check. Position does not have [A1] recurring access to vulnerable populations.
13. 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. Has plumbing experience and trade skills.
2. Has mechanical and/or electrical trade skills.
3. Outstanding references.
4. Experience living and working in remote locations with limited amenities.

Member Benefits Include:

1. A total taxable living allowance (before taxes) of \$15,750, paid over term of service.
2. Upon successful completion of a term of service, eligible members receive an education award of \$6,195. 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 \$2,400 per month. Actual benefits vary by individuals' qualified benefits.

7. Professional development, trainings and networking opportunities.
8. Low cost housing options are available. Bunk house rates are \$170.75 per month.

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, 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 February 3, 2020 to December 11, 2020

Length of Term: 1700 hours

How to apply:

Submit the following materials by email to katie@mtadamsinstitute.org. If you are selected for a position additional documents will be required.

1. A resume including three professional references (These could be military, civilian, or academic.)
2. A separate cover letter for each position in which you are interested in applying.
3. A copy of your DD 214 with an honorable discharge (general under honorable conditions discharge considered on a case-by-case basis). This needs to be the long form Member 4 copy which has 30 total boxes of information.
4. Read "VetsWork Frequently Asked Questions" and "Is VetsWork Right for Me?" found at <https://mtadamsinstitute.org/internships/#vetswork> under the 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 initial INTERN APPLICATION

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

- Resume**
- DD214**
- Separate cover letter** for each position for which you are applying.
- In the submission email list positions in order of preference if applying for more than one**

