



VETSWORK AMERICORPS POSITION DESCRIPTION



POSITION TITLE: Recreation Technician

PROJECT SPONSOR: Chugach National Forest <https://www.fs.usda.gov/chugach/>

SERVICE DATES: March 2, 2020 to January 15, 2021

PROJECT LOCATION: 33599 Ranger Station Spur, Seward, AK 99664

POSITION SUMMARY: In partnership with the Mt. Adams Institute, the Tongass National Forest, Seward Ranger District will host a VetsWork Intern in the district's recreation program. The intern will receive a well-rounded experience in the field of recreation management on a forest known for outstanding recreational opportunities. Work will include a variety of trail and building maintenance projects as well opportunities to take part in special projects like section build-outs of the Iditarod National Historic Trail. The intern will also have opportunities to work alongside partner groups like Streamwatch. Recreation maintenance is labor intensive as the facilities are highly used and often in need of repair. The intern will perform these basic recreation and facilities maintenance duties and will receive training pertinent to recreation management. The Forest will provide opportunities to build skills and certifications (ATV, chainsaw, snow machine, bear behavior, etc...).

GENERAL RESPONSIBILITIES (TO INCLUDE, BUT NOT LIMITED TO):

1. Maintain trails
2. Facility maintenance on Public Use Cabins
3. Maintain Developed Recreation sites (Trailheads, campgrounds, day use, etc...)
4. Participate in Russian River operations, including regulation education, signage maintenance, and volunteer management
5. Trail Ranger operations including backcountry site maintenance, and public contacts
6. Facility project work including painting, carpentry, and small construction projects
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.
2. Attend a mandatory orientation (March 2-6) and Intern trainings (mid-term) in Dover, TN - (food and lodging provided).
3. Able to live and work in remote settings in variable and sometimes inclement weather
4. Able to hike long distances (up to 10 miles daily) while carrying a heavy backpack (up to 50lbs)
5. Able to qualify in a firearm classroom and field test
6. Able to receive and maintain certifications in ATV, Snow machine, trailer and chainsaw use
7. Able to lift up to 50lbs
8. Able to work in office environment and be proficient in computer use.
9. Able to maintain databases
10. Able to work well with others of varying degrees of ability and experience.
11. A cooperative manner and the ability to serve as part of a diverse team.
12. Weekend work on occasion.
13. Comply with all established agency safety policies and procedures.

14. Meet other requirements of a federal employee (eg. background check)
15. Must have served in US Armed Forces and have a DD214 with an honorable discharge.
16. 21 years of age at beginning of service term.
17. U.S. citizen, national or lawful permanent resident.
18. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving education award.
19. Ability to commit to the full 45-week term of service (10 ½ - months).
20. 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.
21. 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. Chainsaw s-212 course
2. ATV/ snow machine/ trailer certification
3. Driver's license
4. Construction experience
5. Trail construction/ maintenance experience

MEMBER BENEFITS INCLUDE:

1. 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.
2. \$15,750 living allowance paid over the 10 ½ -month term of service (\$350 weekly, before taxes).
3. \$6,195 education award (qualified student loans and/or education expenses)
4. Free housing for intern available.
5. Loan Forbearance
6. Health Care Insurance
7. Child Care Reimbursement
8. Professional development, trainings and networking opportunities.

TRANSPORTATION INFORMATION:

1. Government vehicles provided for official use.
2. Having a personal vehicle is highly recommended due to the remote location of the duty station (24 miles from services)

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:

Email the following 4 documents to katie@mtadamsinstitute.org:

- Resume (Include contact information for three professional references - military, civilian, or academic)
- Cover letter (One for each position applying to).
- Supplemental Questions:

- What is your motivation for applying to VetsWork?
- What are you hoping to get out of this experience?
- Copy of your DD 214 with an honorable discharge:
 - “General under honorable conditions” discharge are considered on a case-by-case basis
 - Must be long form “Member 4 copy” (has 30 total boxes of information).

ADDITIONAL INFORMATION:

- MAI screens all applications and conducts pre-interviews. If qualified, MAI will conduct thorough reference checks and recommend candidate for Sponsor Site interviews.
- If VetsWork position is offered, additional paperwork will be required.
- Application are open until filled
- Interviews will occur as qualified applications are received.
- More information can be found at “[VetsWork Frequently Asked Questions](#)” and “[Is VetsWork Right for Me?](#)”
- Cover letter information can be found at <https://www.macslit.org/articles/cover-letters>

QUESTIONS? Contact: Katie Schmidt | Recruitment Coordinator
509-395-3465
katie@mtadamsinstitute.org
mtadamsinstitute.org