



VETSWORK AMERICORPS POSITION DESCRIPTION



POSITION TITLE: Biological Science Technician

PROJECT SPONSOR: U.S. Fish and Wildlife Service – Leavenworth National Fish Hatchery

SERVICE DATES: 45 weeks (10 ½ months) from date of enrollment

PROJECT LOCATION: 12790 Fish Hatchery Rd., Leavenworth WA.



POSITION SUMMARY: In partnership with the Mt. Adams Institute, the Leavenworth National Fish Hatchery is seeking an intern to support hatchery management. The intern will assist in collecting data on hatchery populations to study health and propagation methods. Fish hatchery operations and studies on efficiency may cover breeding, rearing, and/or growing fish in tanks or raceways, caring for fertilized eggs in trays, observing fish behavior in response to feeding, cleaning, and husbandry operations, determining feed regimens, treating fish disease, collecting and recording data (hard copy and digital).

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

1. Assists hatchery crew in providing daily care to fish in an aquaculture facility including but not limited to:
 - a. Feeds fish using automatic and/or manual feeding methods.
 - b. Maintains, spawns, and cares for broodstock.
 - c. Monitors fish appearance and behavior for signs of stress or disease.
 - d. Cares for eggs, fry, and fish throughout the rearing and distribution cycle.
 - e. Assists with sampling and other performance measurements for each stock.
 - f. Takes good care in pond cleaning and other fish culture tasks making a positive contribution to the quality of fish produced by the station.
 - g. Retains knowledge of complex hatchery water systems sufficient to regulate water quantity and quality related to fish production.
2. Performs assignments and general maintenance required for general fish hatchery upkeep and maintenance including simple hand tools or power equipment, landscaping tools (grass mowers, shrub trimmers, etc.), and other tools for minor repairs on hatchery equipment.
3. Performs general maintenance, grounds keeping and cleaning tasks, operates power tools and water valves, and assists in helper-level plumbing, electrical, welding, carpentry, or painting duties.
4. Communicate with coworkers and visitors by providing accurate, timely, and understandable information in a professional, courteous, cooperative, and respectful manner.
5. Complete a Community Action Project that is identified, researched, and implemented by the Intern 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.
2. Strong communication skills.
3. Able to work independently and complete assigned tasks in a timely manner with or without guidance from supervisor.
4. Knowledge of basic biological principles.
5. Ability to collect biological and water resources data and follow detailed sampling procedures.
6. Provide accurate data input with computer system with quality control and quality assurances.
7. Meet other requirements of a federal employee (eg. background check)

8. Must have served in US Armed Forces and have a DD214 with an honorable discharge.
9. 21 years of age at beginning of service term.
10. U.S. citizen, national or lawful permanent resident.
11. Possession of a high school diploma or equivalent, or commit to earning one prior to receiving education award.
12. Ability to commit to the full 45-week term of service (10 ½ - months).
13. 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.
14. 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. A.S. or B.S. in Biology, Ecology, Natural Resources, or Fisheries.
2. Experience or coursework in Fisheries and Hydrology.
3. Be able to spend long hours standing or walking.
4. Lift at least 50 lbs unassisted.

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. \$100 per week additional housing stipend
5. Loan Forbearance
6. Health Care Insurance
7. Child Care Reimbursement
8. Professional development, trainings and networking opportunities.

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:

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

- Resume (Include **email 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 a VetsWork position is offered, additional paperwork will be required.
- Position is 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.macslis.org/articles/cover-letters>

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