

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Recreation Intern

PARTNER ORGANIZATION: Daniel Boone National Forest

WEBSITE: <https://www.fs.usda.gov/recarea/dbnf/recarea/?recid=39834>

PROJECT LOCATION: 91 Peabody Road Big Creek, KY 40914

SERVICE DATES: March 8, 2021 to January 14, 2022



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Daniel Boone National Forest offers an Intern the opportunity to support all facets of a year round recreation program. This is a field going position, with most of the work performed outside under all weather conditions and could possibly involve weekends and holidays. Recreation maintenance is labor intensive as the facilities are highly used and often in need of repair. Much of the work involves recreation maintenance at our recreation sites and facilities such as mowing, weedeating, pressure washing, painting and cleaning restrooms at those sites. This position is also responsible for facilities maintenance at our office, work center, and office housing. Additional work involves maintenance of our District 100 mile long ATV trail. This includes clearing trees and stabilizing areas that may be dangerous to the public. Recreation area maintenance is very rewarding work as clean and safe recreation areas provide opportunities for visitors to explore the Daniel Boone National Forest's natural resources in a beautiful setting.

ESSENTIAL FUNCTIONS (TO INCLUDE, BUT NOT LIMITED TO):

- Maintenance of recreation sites.
- Facilities maintenance of office, work center and housing quarters.
- Engage local veterans in volunteer projects.
- Work with local partners to recruit volunteers.
- Plan and implement volunteer projects on the Redbird Crest Trail.
- Assist with the annual fishing derby.
- Mentor and lead Youth Conservation Corps (YCC's) and Mobilize Green Students
- Develop a cadre of local volunteers to assist with maintenance of the Redbird Crest Trail.
- Assist with annual field days for with the Big Creek Mission and Redbird Mission.
- Assist with safety day at the Redbird Mission.
- Assist with projects on the District with Timber, Fire, Archeology, and Wildlife.
- Attend and complete all MAI/AmeriCorps trainings and service requirements including orientation, trainings and team meetings.
- Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.
- Wear MAI identifiers and required safety gear while performing service or attending official events.

POSITION REQUIREMENTS:

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Attend mandatory virtual MAI Orientation (March 8-12) and Intern trainings (mid-term).
- Represent the USFS in a positive manner.
- Communicate and interact in a positive, professional manner with diverse populations.

Mt. Adams Institute strengthens the connection between people and the natural world through education, service learning, career development and research.

- Ability to work outdoors with possible strenuous and repetitive physical activity in inclement weather and lift up to 40 plus pounds.
- Desire to promote environmental stewardship.
- Self motivated and resourceful.
- A commitment to the goals and mission of the USFS.
- Ability to work as a positive, professional team player.
- Comply with all Partner Organizations safety policies and procedures.
- Meet other requirements of a federal employee (eg. background check).
- Must have served in US Armed Forces and have a DD214 with an honorable discharge.
- At least 21 years of age at beginning of service term.
- U.S. citizen, national or lawful permanent resident.
- Possession of a high school diploma or equivalent, or commit to earning one prior to receiving education award.
- Ability to commit to the full 45-week term of service.
- Selection, placement and retention are contingent upon passing the National Sex Offender Public Registry, state of service and state of residence criminal history check and a national FBI check.
- 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.
- **Must be willing to respond to COVID-19 restrictions by altering duties, working remotely from home, wearing designated Personal Protective Equipment (PPE) such as masks, ensure social distancing and follow all agency requirements while working and living in agency housing.**

PREFERRED QUALIFICATIONS:

- Any combination of experiences mentioned in the position description of at least a year.
- Basic computer skills (email, word processing, Microsoft Office).
- Strong connection to the natural world.
- ATV/UTV certified but not required.
- Familiar with using a GPS.
- Background in backcountry travel.
- Ability to traverse in very steep terrain.

BENEFITS INCLUDE:

- 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.
- \$15,750 living allowance paid over the 10 ½ -month term of service (\$350 weekly, before taxes).
- \$6,345 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement
- Professional development, trainings and networking opportunities.
- The Intern will be issued a government driver's license once defensive driver training is complete.
- Interns will be provided all necessary PPE.
- Opportunity to be certified in First Aid/CPR, chainsaw, and trail equipment.

HOUSING:

- \$500 monthly housing stipend.

- There is housing available at a reduced cost at the Redbird Mission about 15 miles from the office. They have shared kitchen and laundry facilities. They also supply meals if desired at a minimal cost.

TRANSPORTATION INFORMATION:

- Project site is not accessible by public transportation.
- Forest Service vehicles are available for work-related travel.
- Intern is responsible for travel to and from orientation and to and from duty station. Personal vehicle is necessary.

REDBIRD RANGER DISTRICT INFORMATION:

The Redbird Ranger District is one of the newest units in the U.S. Forest Service Southern Region. Purchased in 1965, the district has a richly diverse and scenic hardwood forest and abundant wildlife reminiscent of that encountered by pioneering frontiersmen over 200 years ago. In fact, the District is at the heart of the largest free ranging elk herd east of Montana. The expanding elk population is expected to reach 11,000 animals this year.

The unit encompasses over 145,000 acres in the headwaters of the South and Middle Forks of the Kentucky River of southeastern Kentucky. The Redbird Wildlife Management Area is located in the center of the District and is approximately 24,000 acres of federal land, making it the largest cooperatively-managed wildlife management area in the state. Forest vegetation is predominately mixed hardwoods. Steep slopes separated by narrow ridges and valleys characterize the terrain known as the rugged foothill section of the Appalachian Mountains.

Recreational opportunities on the district include hunting, fishing, hiking, picnic areas, and scenic byways. Of interest to many off-road enthusiasts is our Redbird Crest Trail, a 100-mile long multiple use trail open to OHV, motorcycle, mountain bikes, horses and foot travel. Our trail system currently connects with the Leslie County Daniel Boone Trail system.

OTHER CONSIDERATIONS:

- The nearest town to do grocery shopping is about a 20 minute drive from the office.
- London, KY (45 minutes from Big Creek) offers additional shopping options and entertainment. There is a movie theatre and numerous hiking/biking trails.
- Weather is very hot and humid in the summer, fall season is beautiful, and winters are mild. Very little snowfall.
- The Redbird Mission has a health clinic on site for basic needs. The nearest full service hospitals are 45 minutes to London or Hazard, KY. There is a small hospital in Manchester, KY about 20 minutes from the office.

DIVERSITY, EQUITY AND INCLUSION:

MAI celebrates equity, diversity, and inclusiveness and does not discriminate against any person or group based on race, ethnicity, culture, age, gender, sexual orientation, expression, gender identity, ability, national origin or ancestry, veteran status, social economic class, religion, professional status, pregnancy, or parents/guardians with children. MAI is committed to a diverse workplace and to supporting our Interns and staff with trainings and career development opportunities.

MAI provides reasonable accommodations to applicants and employees. Applicants with disabilities may request a reasonable accommodation and/or alternative formats at any point in the employment process.

APPLICATION INSTRUCTIONS:

Email the following documents to Katie Schmidt at katie@mtadamsinstitute.org:

- Resume
- Cover Letter (One for each position applying to).
- Three Professional References (military, civilian, or academic) – Information to include: Name, Title, Relation to you, email & phone number.
- Supplemental Questions:
 - What is your motivation for applying to VetsWork?
 - What are you hoping to get out of this experience?
- DD 214 – (with 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).

PROCESS:

1. MAI screens application materials, conduct pre-interviews, and recommends qualified applicants for Service Site interviews.
2. Service Sites interview candidates, conduct reference checks and recommend placement.
3. If position is offered, additional paperwork will be required.

Due to Covid-19 parts of our programming may change

ADDITIONAL INFORMATION:

- More information at “[VetsWork Frequently Asked Questions](#)” and “[Is VetsWork Right for Me?](#)”
- Cover letter information can be found at <https://www.macslist.org/articles/cover-letters>

QUESTIONS? CONTACT:

Katie Schmidt

Recruitment Coordinator | 509-395-3465

katie@mtadamsinstitute.org | mtadamsinstitute.org

