

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Habitat Management (Wildlife)

PARTNER ORGANIZATION: Malheur National Forest

WEBSITE: <https://www.fs.usda.gov/malheur/>

PROJECT LOCATION: 327 Front Street, Prairie City, OR 97869

SERVICE DATES: February 8, 2021 to December 17, 2021



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Malheur National Forest will sponsor a VetsWork AmeriCorps intern to improve habitat conservation through the improvement and maintenance of wildlife habitat fence enclosures. Wildlife and their habitats play an important ecological role in the forest and important social and economic roles in surrounding communities. The fencing project will protect sensitive habitat types and maintain the ecological integrity of the forest and its social and economic viability to surrounding communities. The intern would be trained in fence maintenance techniques and database management. A general working knowledge of computers and willingness to learn geographic information systems is needed. The intern would be provided an opportunity to participate in and provide recommendations on habitat improvement projects, develop leadership skills and work with a team to implement resource protections.

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

- Organization of district fence data using an access database and ArcGIS software.
- GPS mapping of existing fences not currently documented.
- Planning and prioritizing fencing maintenance needs.
- Learning and implementing wildlife friendly fencing designs in maintenance and construction.
- Assist with training and oversight of fencing crew.
- Tracking and documenting of fence maintenance.
- Coordinate with local youth crews to help in resource protection measures across the district.
- Work with volunteer organizations such as Rocky Mountain Elk Foundation or National Wild Turkey Federation, to maintain and/or construct fences on the district, plant riparian vegetation, or cage existing riparian vegetation using volunteers.
- Resource condition monitoring, both informally and formally with photo plots.
- Providing supervisor an end of year report documenting all fence maintenance and construction completed.
- 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 MAI Orientation (February 8-12) and Intern trainings (mid-term) – Location to be determined.
- Follow all district safety instructions and ensure crew understands safety topics and proper use of tools.
- Should be physically fit to hike over rough and uneven terrain up to two miles in various weather and be willing and able to carry up to 50 pounds in such situations.

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

- History of leadership experience.
- Able to communicate verbally with many different individuals.
- Comfortable with computers and Microsoft Office.
- 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:

- Fence maintenance and construction experience.
- Chainsaw experience.
- Navigation skills using maps, compass and GPS units.
- ArcMap GIS experience.
- Database management.
- Knowledge or interest in the field of wildlife habitat management.

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.
- First Aid and CPR, Chainsaw certification and knowledge of wildlife habitat needs.

HOUSING:

- Free shared bunk housing for intern provided by service site.
- No family or pets are allowed in the bunk house.
- Laundry available.

TRANSPORTATION INFORMATION:

- Intern is responsible for travel to and from orientation and to and from duty station. The bunkhouse is located ~15 miles from the duty station.
- Project site is not accessible by public transportation.

- Agency/Organization vehicles are available for work-related travel.

OTHER CONSIDERATIONS:

- Prairie City is a small rural town with a history of ranching, logging and mining. There are several restaurants in the local area. There is a hospital, clinic and County Health Department. The closest major airport is 3.5 hours away in Boise Idaho.
- There are great opportunities for road and mountain biking, hiking and fishing in summer months.

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.macsl.org/articles/cover-letters>

QUESTIONS? CONTACT:

Katie Schmidt

Recruitment Coordinator | 509-395-3465

katie@mtadamsinstitute.org | mtadamsinstitute.org



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