

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Forestry Technician

PARTNER ORGANIZATION: Sumter National Forest

WEBSITE: www.fs.usda.gov/scnfs

PROJECT LOCATION: 20 Work Center Road, Whitmire, SC 29178

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



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Sumter National Forest is looking for a Forestry Technician to support a variety of projects on the Enoree Ranger District. This position will provide much needed support to the district's recreation program, while also allowing the Intern to gain experience in other program areas and functions of a National Forest Ranger District. Specific needs include coordination with and field supervision of volunteers and youth crews, fee collection, compliance and public information. The intern will coordinate, recruit, organize, and lead volunteer events (partners/public land corps crews), developing at least one new partnership on the district. They will gain training in fee collection and customer service, as well as assist other resource areas (soil and water, wildlife, and prescribed fire programs) with project work. Additional Opportunities might include wetland restoration projects, bobwhite quail habitat improvement projects, assisting with preparation for prescribed burning for forest health and habitat improvement, food plot management for wildlife and others. There is an endless opportunity for on the job training; many program specialists on the district have 10 to 30 years' experience.

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

- Campground maintenance; mowing, cleaning, litter pickup and small deferred maintenance work.
- Trail maintenance work; trail clearing of down trees, trail signage, opening up drainage dips, etc.
- Collect user fees in designated sites while providing customer service information.
- Collaborate with staff to plan and implement Soil and Water and Wildlife projects.
- Develop a cadre of contacts for volunteer recruitment, develop one new partnership.
- Recruit and lead volunteer events.
- Engage military vets and/or local National Guard Units in volunteer projects.
- Assist with prescribed burning program work to prepare sites for burning and seeding firelines after burning.
- Monitor and document; contract work, trail conditions, threatened and endangered plants and animals, gypsy moth traps, southern pine beetle, timber exams for future timber sales, etc.
- 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).
- Commitment to the goals of the USDA Forest Service.
- Represent organization in a positive manner.

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

- Ability and willingness to work outdoor, with possible strenuous repetitive physical activity in inclement weather and ability to lift up to +25 lbs.
- Willingness to be trained and certified in John Deere Gator UTV operation, to assist with trail and prescribed fire operations (in a support role).
- Demonstrate independence, motivation and resourcefulness.
- Willingness to become certified "Fee Collection Officer" and perform compliance checks.
- Serve occasional evenings and weekends.
- Communicate and interact in a positive, professional manner with various populations.
- Willingness to operate small engine tools (brush cutter, pole limber, chainsaw-once certified, etc.)
- 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:

- Be a team player.
- Interests or experience in natural resources.
- Interests or experience in organizing and leading work projects.
- Can work independently and highly motivated.
- Interests or experience working outdoors.
- Experience in small equipment operation and maintenance.
- Basic computer skills and interest to learn new software to help create signage in recreation sites and trailheads (word processing, excel spreadsheet, Microsoft 10, email).

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.
- Training opportunities may include: chainsaw, fee collection, Basic wildland fire fighter, level one Contracting Officer Representative, UTV operation, GIS- collector, Survey 1,2,3, & Forest Protection Officer
- Experience and training in heavy equipment operation and maintenance.

- Intern will receive PPE, boot allowance and training funds.

HOUSING:

- A \$500/month housing stipend is provided by service site.
- Recommendation to look for housing opportunities in cities of:
 - a. Union- <https://www.google.com/search?q=housing%20opportunities%20in%20Union,%20SC&cad=h>
 - b. Newberry-
<https://www.google.com/search?q=housing%20opportunities%20in%20Newberry,%20SC&cad=h>
 - c. Clinton-<https://www.google.com/search?q=housing%20opportunities%20in%20Clinton,%20SC&cad=h>

TRANSPORTATION INFORMATION:

- Personal vehicle is needed for intern to report back and forth to work, no public transportation or bike routes are available to the district office.
- Intern will have access to a government vehicle to use for district work, once intern has been certified to drive government vehicle.

OTHER CONSIDERATIONS:

- Three counties surround the Enoree Ranger District; Union, Newberry and Laurens. All three are small, rural towns with farms and National Forest lands that dot the landscape. They have a small town feel to them and are warm and welcoming.
- All three counties have local colleges, with plenty of recreation, shopping and eating opportunities.
- A variety of health care professionals to choose from and emergency care can be found in each county.
<https://www.facebook.com/LaurensCountyChamberofCommerce/>
<https://www.facebook.com/UnionCountyChamberofCommerce/>
<https://www.facebook.com/NewberryCountyChamberofCommerce/>

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.macslis.org/articles/cover-letters>

QUESTIONS? CONTACT:

Katie Schmidt

Recruitment Coordinator | 509-395-3465

katie@mtadamsinstitute.org | mtadamsinstitute.org

