

# **VETSWORK – ENVIRONMENT**

## **AMERICORPS POSITION DESCRIPTION**

**POSITION TITLE:** Recreation Management Technician

**PARTNER ORGANIZATION:** El Yunque National Forest

**WEBSITE:** <https://www.fs.usda.gov/elyunque/>

**PROJECT LOCATION:** KM 4.4 PR 191, Rio Grande, Puerto Rico 00745

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



**for the greatest good**



**POSITION SUMMARY:** In partnership with the Mt. Adams Institute (MAI), the El Yunque National Forest is hosting one internship position to support operations in all aspects of recreation management, with emphasis on implementing Wild and Scenic Rivers, Wilderness and National Visitor Use Management programs. The main projects this position will be involved with are focused on education, outreach and resource management. These are high impact and highly valued programs that will support our visitors, our natural environment, and leave our Forest in better condition for the future. One of the main projects will be to assist in the implementation of specific Wild and Scenic Rivers projects focused on educating visitors and communities about point pollution and trash impacts on valuable drinking water from the Forest. The second main project will be joining our Wilderness staff in implementing sections of a newly signed Wilderness plan that focuses on community education and outreach while also conducting Wilderness baseline monitoring. The third main project will be being part of the visitor management efforts on the Forest to educate, inform and provide a safe and amazing experience in our natural resources while also assisting with the National Visitor Use Monitoring program to gain insights into user-ship and how the Forest can improve its management. All of these opportunities provide great exposure to resource management. The intern will make a difference in the future of the forest and our surrounding communities, while also working outdoors in one of the most beautiful places on earth.

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

- Engages with project leaders to learn techniques and implement projects.
- Coordinates with Volunteer Coordinator and project leads to help recruit and lead volunteers in support of priority projects.
- Assists in the production of materials, brochures, social media and information regarding natural resources.
- Conducts outreach and education activities on Wilderness, Wild and Scenic Rivers, pollution and outdoor recreation and more.
- Learns communication and interpretive strategies to inform visitors and protect natural resources.
- Provides public contact at special events, in the field, on webinars, during surveys, seminars and classroom activities.
- Works in a diverse and motivated team environment that values all opinions and perspectives.
- Works as needed for restoration work with partner, volunteer and other organizations.
- Serves as a Forest Ranger, providing information and interpretation to visitors.
- Supports other essential programs, incident command teams, trails projects and other recreation management activities.
- 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.

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

## **POSITION REQUIREMENTS:**

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Attend mandatory MAI Orientation (March 8-12) and Intern trainings (mid-term) – Location to be determined.
- Has a desire and passion for engaging with diverse audiences to improve environmental ethics and knowledge.
- Is willing and able to learn techniques and apply them in the field.
- Loves the outdoors, public lands, recreation and nature.
- Is available to work a varying 5 day schedule to include weekends and holidays.
- Is fully able to travel on foot up to 10 miles on rugged and steep terrain in a day while carrying up to 30+ pounds.
- Has reliable transportation and is punctual.
- Is comfortable in a bilingual work setting and able to understand direction in Spanish and English.
- 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:**

- Native-born Puerto Rican with strong ties to the island.
- Outdoor experience including hiking, backpacking and Leave No Trace practices.
- An understanding of local factors and socioeconomic challenges.
- Knowledge of web and app based monitoring software (ex. Survey 1,2,3), using technology in the field.
- Experience with standard tools, machetes and teaching their safe use.
- Self-disciplined and problem solver who takes initiative.

## **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.
- All required equipment and PPE is provided by the government.

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## HOUSING:

- On-site housing is not available, however the Forest is within normal commuting distance of major habitation centers (see Other Considerations, below).
- \$500 monthly housing stipend.
- Housing nearest to the Forest in small communities can be sought on <http://clasificadosonline.com/> but many times word of mouth, family connections or driving through potential areas and looking for “for rent” signs can be helpful.

## TRANSPORTATION INFORMATION:

- Government vehicle will be provided during assigned work.
- There is no public transportation to the work site, so personal, reliable vehicle is a must.

## OTHER CONSIDERATIONS:

- The El Yunque National Forest is surrounded by multiple municipalities and communities. It is 45 minutes to the metropolitan area of San Juan. There are also many deeply rooted, small rural communities. Dependent on what the Intern desires, the selectee can live in very remote areas, in highly urbanized centers or somewhere in between, all while being within minutes of basic amenities, beaches and entertainment and within normal driving distance to the work site. As a small island, nothing is ever far away.

## 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.

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## APPLICATION INSTRUCTIONS:

Email the following documents to Katie Schmidt at [katie@mtadamsinstitute.org](mailto: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](mailto:katie@mtadamsinstitute.org) | [mtadamsinstitute.org](http://mtadamsinstitute.org)

