

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Land Surveyor Assistant Intern

PARTNER ORGANIZATION: Tongass National Forest

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

PROJECT LOCATION: 123 Scow Bay Loop Road, Petersburg, AK

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



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Tongass National Forest is seeking a Surveyor's Assistant to carry out a variety of surveying assignments associated with the Forest's engineering and cadastral surveying workload. This position will provide support to the various surveying activities required by the Forest. This will be primarily in the field assisting with clearing brush, transporting equipment, setting survey monuments, and collecting precision geospatial data using optical and satellite-based surveying equipment. Input and work by the Intern will affect the accuracy, quality, and timeliness of the processes or services of engineering program staff. The position will require frequent travel, often to remote locations in the Forest. Field work will be physical; including hiking long distances over varied terrain.

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

- Assist in conducting surveys using manual instruments including compass and chain.
- Searches, evaluates, and monuments public land corners.
- Records and calculates surveying data recognizing inconsistencies requiring supplemental information.
- Uses transit, theodolites, electronic distance measuring systems, (and/or other instruments) in the establishment of rights-of-way and land lines.
- Records data and makes sketches of topography and other physical features.
- May assist with road location or road design.
- 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:

- Education requirement – graduate of a four-year degree program with coursework in the following areas:
 - a. At least 12 semester credits or the equivalent must be in mathematics and basic college level science courses, which must include calculus, physics, and statistics;
 - b. At least 30 semester credits or the equivalent must be in geomatics and land surveying science and design courses, which must include practical field surveying, course in rectangular survey system, and of which at least six semester credits or the equivalent must be in boundary law courses; the geomatics and land surveying course work must include the study of geographic information system (GIS), global navigation satellite systems (GNSS), error analysis and adjustment, geodesy, and map projections.

- The work requires some physical exertion, such as long periods of standing; walking over rough, uneven, rocky, or slippery surfaces; recurring bending, crouching, stooping, stretching, climbing, or similar activities; recurring lifting of light to moderately heavy items weighing less than 50 pounds; and/or regular visits to a variety of outdoor sites. Some situations may require agility or dexterity such as exceptional hand/eye coordination.
- The work environment includes terrain that may be steep, uneven, rocky, and covered with thick and tangled vegetation. Temperatures and weather extremes may range from very hot and dry to cool and extremely wet, rain, snow, wind, or dusty. The Intern may be exposed to poisonous plants, stinging insects, and forest wildlife. The work environment requires the incumbent to stay alert continually and to take special safety precautions including wearing special protective items of clothing.
- Requires knowledge of trigonometric principles and basic math skills.
- Comply with all established agency safety policies and procedures.
- Meet other requirements of a federal employee (eg. background check)
- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Attend mandatory virtual MAI Orientation (February 8-12) and Intern trainings (mid-term).
- Comply with all Partner Organizations safety policies and procedures.
- 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:

- Willingness to work from field camps and other remote locations for up to one week.

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.

HOUSING:

- Free bunkhouse housing MAY be available depending on Covid restrictions.
- If no housing is available, a \$1,100 monthly housing stipend will be provided to the Intern.
- Please contact Mt. Adams Institute recruitment staff to discuss further.

TRANSPORTATION INFORMATION:

- Service site is not accessible by public transportation.
- Personal vehicle is recommended to get to service site. Carpooling is available from bunk house to District Office if needed.
- Organizational vehicle is available for service activities. Travel typically involves float planes, boats, airlines, ATVs, and/or passenger vehicles.

OTHER CONSIDERATIONS:

- Petersburg is a vibrant rural community of about 3,000 people located on Mitkof Island. The community has a selection of stores, restaurants, and other businesses in accordance with its relatively small population.
- Petersburg is served by Alaska Airlines and the Alaska Marine Highway System Ferry. Petersburg can only be accessed by boat or air and is not connected to the mainland of North America.
- Annual rainfall is about 106 inches, with as much as 97 inches of snow.
- Petersburg is a small community that is pedestrian and bicycle friendly. However, the position reports to the Petersburg Supervisor's Office, which is about 3.5 miles from Forest Service Bunkhouse. There is no public transportation, but Forest Service transportation may be available.
- Petersburg is very picturesque, located alongside the Wrangell Narrows and Frederick Sound of Alaska's "Inside Passage".
- [Petersburg, Alaska borough website](#).
- The community affords excellent access to outdoor recreational activities like hiking, hunting, fishing, camping, mountaineering, and boating.

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

