

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION



POSITION TITLE: Condition Assessment Surveyor Intern **for the greatest good**

PARTNER ORGANIZATION: Pacific Northwest Regional Office / Malheur National Forest

WEBSITE: <https://www.fs.usda.gov/r6>

PROJECT LOCATION:

Malheur National Forest – Prairie City Ranger District, 327 SW Front St. - PO Box 337, Prairie City, OR 97869

SERVICE DATES: June 1, 2021 – April 8, 2022 (1700-hour position)

POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), Region 6 National Forests (Oregon & Washington) will host a team of **3-6** VetsWork Interns to collect information at recreation sites to improve visitor access, evaluate the condition of existing facilities and develop plans to improve recreation access for people with disabilities. This team will be trained together prior to going to their sites, on fieldwork, data recording, site inventories, planning and accessible features. During their term, Interns may travel within the Pacific Northwest to support other Interns at their sites. This position will serve on the Malheur National Forest in Prairie City, Oregon.

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

- Collect infrastructure condition data at developed and dispersed recreation sites (campgrounds, trailheads, boat launches, etc.), historic and or special designation sites, and administrative sites around the National Forest.
- Input and revise recreation, historic and other data in corporate databases.
- Use data system NRM/INFRA for the forest(s) and regularly attend virtual training on how to utilize the system for multiple applications.
- Identify achievable projects to improve accessibility, decrease or eliminate deferred maintenance, and identify areas (where possible) to coordinate with adjacent landowners or partners.
- Photograph/video sites (where appropriate) to be provided to Recreation.gov to establish a baseline for visitor understanding.
- Collect and develop information about recreation sites to share publicly.
- Duties will be performed both in field setting for condition assessments with office assignments to record data into an online computer system.
- Interns will train conservation corps crews to complete maintenance and light construction projects on recreation sites and administrative facilities.
- Attend and complete all MAI/AmeriCorps trainings and service requirements including orientation, training sessions 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. Must comply with Driver Certification and Safety Agreement (see VetsWork Application Documents on website).
- Ability to attend virtual orientation, regular online team meetings and a week-long virtual mid-term training.
- Ability to communicate effectively orally and in writing.
- Ability to take measurements and recordings and document information accurately.

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

- Comfortable talking with the public.
- Ability to travel to remote forested areas.
- Ability to serve with others or alone.
- Ability to use and/or learn to use: data recorders, handheld radios, computer tablet, GPS, maps, hand tools and power tools
- Physical activity that involve walking, lifting and climbing over rough terrain with exposure to weather elements.
- Comply with all Partner Organizations safety policies and procedures.
- Must have served in U.S. 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, serving remotely from home, wearing designated Personal Protective Equipment (PPE) such as masks, ensure social distancing and follow all agency requirements while serving and living in agency housing.**

PREFERRED QUALIFICATIONS:

- ArcGIS skills desired but not required.
- General understanding of maintenance.
- Ability to navigate and read maps.
- A desire and ability to become proficient in data analysis, data analytics and databases.

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:

- This position provides an additional housing stipend of \$100 per week.
- A partially-furnished studio apartment above a business in downtown Prairie City has been reserved for this internship. The unit rents month-to-month for \$400/month (including all utilities) and requires a \$100 security deposit.
 - a. Furnishings include a twin bed, table, chair, fridge, stove, A/C unit, and a private bathroom and shower.
 - b. It also has electric heat, new windows, and nice views.
 - c. No pets or smoking is allowed, and because neighboring units share common walls with this studio, tenants are expected to be polite and keep noise at a reasonable volume.

TRANSPORTATION INFORMATION:

- Project site is not accessible by public transportation.
- Agency/Organization vehicles are available for service-related travel.
- Intern is responsible for travel to and from duty station.
- Intern may travel within the Pacific Northwest to support other Interns at their sites.

OTHER CONSIDERATIONS:

Prairie City is a rural, remote, small ranching town of approximately 900 residents. Prairie City has a grocery store, gas station, mechanic shop, laundromat, a few restaurants and bars, and a couple retail stores. For more information, visit <https://www.prairiecityoregon.com/>

John Day/Canyon City are slightly bigger and more populous (1,700 people), and only 15 minutes to the west. It has a hospital, a tiny airport, more restaurants and stores, and some nice museums and parks – including Kam Wah Chung State Heritage Site. All the small towns in the John Day Basin are small and somewhat conservative, with a strong natural resource employment base (USFS, ODFW, ODF, Tribes). John Day also contains an active lumber mill. Social life is relatively quiet, but there are several festivals throughout the year, including 1862 Days (celebrating the area’s gold mining history), the Demolition Derby, Grant County Fair, and Timber Trucker Light Parade. For more information, visit <https://traveloregon.com/places-to-go/cities/john-day/> or <https://www.cityofjohnday.com/>

Expect cool winters, but snow that rarely sticks in town and only remains in the mountains. Summers get hot and dry in July and August, and because this is a high, semi-arid region there is limited rain in the summer. Bugs aren’t too bad, though some mosquitoes and abundant ticks are present in the spring. In the lower elevations rattlesnakes can be found, but are not common.

Burns and Baker City are each a bit over an hour away, then Bend and Boise are each approximately three hours drive. Some public transportation is available between the Prairie City, John Day, Canyon City, and Mount Vernon; some limited public transportation is also available to Bend.

The Malheur National Forest surrounds these communities and the boundary can be reached in 10-15 minutes – including the Strawberry Mountain and Monument Rock Wilderness Areas. The forest also has two Wild & Scenic Rivers (Malheur River & North Fork Malheur River). Hiking, biking, camping, horseback riding, and in the winter, skiing and snowmobiling are all popular activities. It is rare to see others out recreating in the forest due to the small local populations and great distances from urban centers. A person often gets these wild lands mostly to oneself. The John Day Fossil Beds National Monument (NPS) is less than an hour away. For more information, visit <https://www.fs.usda.gov/malheur> and <https://www.nps.gov/joda/index.htm>

It is recommended that interns have a vehicle, and best case would be a high-clearance vehicle with four-wheel drive. The latter is not required but will allow for more exploration off paved roads. There are a few mountain bike trails and some road cycling in the area. Motorcycles commonly frequent the long, windy, scenic roads.

Overall, this is a wonderful and friendly place to live, but it is very small and remote. There is great regional access to interesting sites, but drive distances are multiple hours. If you like solitude and peace, the communities in the John Day Basin are paradise.

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

katie@mtadamsinstitute.org

mtadamsinstitute.org

