

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Recreation Technician

PARTNER ORGANIZATION: Cherokee National Forest

WEBSITE: fs.usda.gov/chokeee

PROJECT LOCATION: Tellico Ranger District, 250 Ranger Station Road, Tellico Plains, TN 37385

SERVICE DATES: March 7, 2022 to January 14, 2023 (1700-hour position)



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Cherokee National Forest is looking to fill a Recreation Technician position. You will perform a variety of outdoor assignments, which allow the public to safely access and enjoy special places, such as trails, campgrounds, rivers and lakes. Common duties include clearing downed trees from hiking trails, cleaning campground facilities and providing information about recreational opportunities. The Forest draws visitors in for hiking, overnight camping, rafting/kayaking, hunting, fishing, and wildlife watching. It brings day and overnight visitors to the area and communities such as Tellico Plains reap the economic benefits when visitors buy meals, snacks, stay overnight in rental cabins, and buy specialized equipment. When a recreation technician helps maintain and operate campground facilities and trails it prevents degradation to natural resources and enhances a visitor's experience, enjoyment, and satisfaction of the outdoors, which not only provides a wide range of positive health benefits but also gives visitors a reason to travel and spend money in the local area. This is a primarily field-based position with work on holidays and weekends.

ESSENTIAL FUNCTIONS (to include, but not limited to):

- 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.
- Maintains recreation facilities such as toilets, road closure gates, hand pumps, water systems, picnic tables, fire rings, barriers, dumpsters, and other miscellaneous structures.
- Inspects recreation areas, areas of concentrated public use, and special use permits for compliance with the permit and the management plans, public health, and safety. Performs safety hazard analyses of public recreation use areas and takes or recommends corrective action.
- Schedules daily activities, establishes maintenance schedules, and inspects cleanup operations based on recreation operation and maintenance plans.
- Maintains and cleans developed sites, roadsides, and backcountry-dispersed sites.
- Makes repairs to damaged facilities and assesses hazard risks.
- When necessary, maintains and assists in the renovation of rental cabins. Reports on conditions and use of sites and areas. Serves as inspector for recreation area cleanup and maintenance contracts.
- Maintains contact with and provides support to Campground Host(s).
- Collects fees, counts, reconciles money collected, and ensures deposits are made appropriately.
- Oversees the construction and maintenance of trails. Monitors the condition and use of trails.

POSITION REQUIREMENTS:

Service Site

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Comply with all Partner Organizations safety policies and procedures.

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

- Desire to promote environmental stewardship and deliver excellent customer service.
- Demonstrates independence, motivation, and resourcefulness.
- Successfully pass fingerprint criminal background check through the project partner.
- Ability to tow trailers up to 7,500 pounds.
- Ability and willingness to serve outdoors, in inclement weather and lift up to 50 lbs.
- Willingness and ability to apply herbicide, operate small engine tools (chainsaw, brush cutter, etc.)
- Able to take the lead on development of individual learning goals, project goals, measurable outcomes, timelines and reporting.
- Communicate and interact in a positive, professional manner with various populations, such as project partner(s), staff, stakeholders, volunteers, youth and the public.
- Able to endure strenuous and repetitive physical activity involving lifting up to 50 lbs.
- Willingness and ability to clean restrooms in campgrounds and picnic areas.

AmeriCorps

- 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.
- Attend virtual MAI Orientation (March 7-11) and Intern trainings.
- 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 fully vaccinated** against Covid-19 with the ability to provide documentation or have an approved medical or religious exemption prior to the start of the position. *Exemption forms can be found on our [website](#) and once submitted, they must go through a review and determination process before being approved.*
- **Must follow all Covid-19 policies** at the service site including any changes that are implemented throughout the course of the program. Policies may include masking/social distancing, remote/virtual work, altered field duties and other restrictions determined necessary to keep site staff, partners and the public safe. Accepting a position means accepting the current requirements and any updates to those requirements while enrolled in the program.

PREFERRED QUALIFICATIONS:

- Background or familiarity with Geographic Information Systems (GIS).
- Education or experience with outdoor recreation in a natural resource context.
- Experience with power tools, chainsaws, weed trimmers and zero turn mowers.
- Experience/background with rough carpentry and general facilities/house maintenance.
- Background in customer service.

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.
- \$16,875 living allowance paid over the 10 ½ -month term of service (\$375 weekly, before taxes).
- \$6,495 education award (qualified student loans and/or education expenses)
- Loan Forbearance

- Health Care Insurance
- Child Care Reimbursement
- Professional development, trainings and networking opportunities.
- Chainsaw certification, first aid / CPR certification, compact utility loader certification, skid steer certification.
- Possible opportunity for basic Wildland Firefighter training and support of prescribed fire burning.

HOUSING:

- A \$500/month housing stipend provided by service site.
- Low cost housing for intern is available through service site.
 - The rate is approximately \$11.02 per day.
 - The house is furnished and the kitchen is stocked with pots, pans, utensils, a dishwasher. There is a washer and dryer in the house.
 - Sleeps up to 8 people and sharing rooms may occur.
 - There is no Wi-Fi or cell service at the house but cell service is available approximately 4 miles down the road and internet is available at the office.
 - Small communities located close to Tellico Plains include Coker Creek, Etowah, Englewood, Athens, Madisonville, Sweetwater, and Vonore. There's a wide range of housing options within those communities.

TRANSPORTATION INFORMATION:

- Agency/Organization vehicles are available for work-related travel.
- Intern is responsible for travel to and from duty station.
- Project site is not accessible by public transportation.

OTHER CONSIDERATIONS:

- Tennessee's only National Forest, the Cherokee, is located in 10 East Tennessee counties from Chattanooga to Bristol. The Forest covers approximately 660,000 acres and lies along the state's border with North Carolina. The Forest lies entirely within the Southern Appalachian Mountains with elevations ranging from approximately 1200' to over 5000'.
- The Cherokee National Forest is internationally known for its scenic beauty and abundant outdoor recreation opportunities. The Forest is home to 30 developed campgrounds and as many picnic areas, over 700 miles of trails, 7 whitewater rivers, 2 Forest Service scenic byways, and the Ocoee Whitewater Center (OWC).
- The Tellico and Ocoee/Hiwassee Districts, making up the South Zone of the Forest, are the two southern most ranger districts and administers approximately 300,000 acres in three counties – Polk, McMinn, and Monroe. The management structure and activities of the South Zone are shared between both districts. All resource program areas are zoned, except for the developed recreation program. The wilderness recreation program is zoned and consists of front country (Ocoee) and backcountry (Tellico) technicians.
- The Tellico District has many recreational opportunities including kayaking, biking, hiking, fishing and hunting. It is home to Indian Boundary, the largest campground on the Cherokee National Forest. The campground has a 96-acre lake and a 3-mile trail loop.
- The Tellico Ranger District is in Tellico Plains, a small community located within the southern Appalachians with less than 1,000 residents. Located on the Tellico River, it is considered the gateway to the Cherohala Skyway and the high peaks of the southern Appalachians. The town has one grocery store, restaurants, numerous churches and shops. There are also hospital facilities in Etowah, Athens, and Sweetwater.
- Tellico Plains is convenient to shopping, performing and visual arts, and other entertainment and amenities. Knoxville is about one hour away (60 miles) and Maryville is a 45 minute drive. Nearby four-year educational institutions include the University of Tennessee at Knoxville, Tennessee Wesleyan College and Maryville College.

- Summers are hot and winters are generally mild with small snowfall amounts. Winter sports are only a few hours away in nearby Gatlinburg, the gateway to the Great Smoky Mountains.
- Tennessee is a great state to live with no state income tax, low cost of living and plenty of things to see and do. For additional information on living in the southeast Tennessee area visit: www.southeasttennessee.com

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:

Send the following documents to Katie Schmidt at katie@mtadamsinstitute.org:

- Resume
- Cover Letter (One for each position applying to).
- Three Professional References (someone who has supervised you; 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](#)”
- Cover letter information can be found at <https://www.macslit.org/articles/cover-letters>

QUESTIONS? CONTACT:

Katie Schmidt

Recruitment Coordinator | 503-504-5994

katie@mtadamsinstitute.org | mtadamsinstitute.org



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