

# **VETSWORK – ENVIRONMENT**

## **AMERICORPS POSITION DESCRIPTION**

**POSITION TITLE:** Recreation Technician

**PARTNER ORGANIZATION:** Mark Twain National Forest

**WEBSITE:** [fs.usda.gov/mtnf](https://fs.usda.gov/mtnf)

**PROJECT LOCATION:** Eleven Point & Poplar Bluff Ranger Districts, 4 Confederate Ridge Rd., Doniphan, MO 63935

**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 Mark Twain National Forest will sponsor a VetsWork AmeriCorps Intern to serve as a Recreation Technician. This is a primarily field-based position supporting the Elven Point and Poplar Bluff Ranger Districts in southcentral Missouri. This position will assist in management of the Forest, and in efforts to connect people to their national forest primarily through conservation education, and engagement in recreation and stewardship activities.

The goals of the position are as follows:

- Provide member with an orientation to all aspects of recreation management.
- Maintain developed recreation areas by installing signs, painting facilities, cleaning campsites, mowing and trimming grass among other maintenance duties. 60%
- Maintain non-motorized trails by removing logs and brush, installing drainage structures and maintaining trail tread. 20%
- Introduce other functions of the Forest Service, such as timber, fire, and wildlife. 10%
- Support public outreach and education events. 10%

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 boosts local economies through recreation tourism.

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

- Regular maintenance of both campground and other recreational facilities.
- Assist in non-motorized trail maintenance for both Wilderness and non-wilderness trail systems.
- Work with volunteer groups and serve as crew lead for Youth Conservation Corps (YCC) crew.
- Support for the development and implementation of educational programs.
- Public outreach and education events (career fairs, outdoor school, 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:**

**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.
- Ability to drive a four-wheel drive vehicle with trailer and pass the training provided.

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

- Physically able and willing to participate in field-going activities on a regular basis, and able to hike at least 5 miles carrying at least 15 pounds of gear, and utilize tools such as shovels, rakes, Pulaski's, weed-eaters and mowers.
- Possess leather work boots with 8" tops and lug soles.
- Ability to work alone or with others.
- Experience using hand and power tools.
- Will be required to work some evenings and Saturdays throughout the main recreation season.

### 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:

- Experience supervising volunteers.
- General knowledge of recreation site maintenance and trail maintenance.
- Experience in public speaking.
- Familiarity with GPS, map reading and navigation.

### 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.

### HOUSING:

- No housing provided.

- Contact the Forest Service district office for leads on housing. Doniphan is small, but may have options. Poplar Bluff is a larger city about ~30 minute drive from the service site.

### **TRANSPORTATION INFORMATION:**

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

### **OTHER CONSIDERATIONS:**

#### **About the forest:**

The Mark Twain National Forest is made up of six ranger districts, mainly located in the southern half of the state. The Forest Supervisor's Office is located in Rolla, Missouri. The Mark Twain National Forest contains approximately 1.5 million acres, comprised mainly of upland hardwoods and associated shortleaf pine. A full range of vegetation and recreation management activities on the forest include timber harvest and regeneration activities, TSI, prescribed fire, wildfire suppression, developed and dispersed recreation, and mining.

#### **About the districts:**

The Eleven Point District consists of approximately 360,000 acres of pine and oak/hickory forest and has the most contiguous National Forest ownership in Missouri. Within the District boundaries is the Eleven Point National Scenic River; the Irish Wilderness-the largest wilderness in Missouri encompassing 16,600 acres; the Current River; the Ozark Trail; Greer Spring-the largest spring in the National Forest System; numerous caves and many other features of local, regional and national significance. Active programs include: vegetation management, fire application and suppression, recreation, trails, wild and scenic river management and wilderness.

The district manages recreation areas on the Current and Eleven Point Rivers. The Eleven Point Wild and Scenic River is one of the original Wild and Scenic Rivers to be designated. The District contains four managed lakes, ponds, trails and numerous springs and caves. The terrain is formed by a rugged karst environment, an area of irregular limestone in which erosion has produced fissures, sinkholes, underground streams, and caverns. Sinkholes, such as those that formed Cupola Pond and Tupelo Gum Pond, have resulted in designation of these areas as Missouri Natural Areas, because of their uniqueness. Recreation on the District is primarily hunting/fishing, tubing, canoeing, horseback riding and hiking.

The Poplar Bluff Ranger District is about 159,000 acres of pine and oak/hickory forest, with spectacular fall color. The district contains a trophy smallmouth bass stream, two managed lakes, three fishing rivers and two spring walk-in turkey hunting areas. The Poplar Bluff District contains portions of the Ozark foothills, but the eastern portion of the District is less rugged with some Mississippi Delta-like soils and conditions (elev. 300-800 feet). This combination leads to a variety of ecological settings. The Mud Creek Natural Area displays a complete ecological regime from dry upland oak/hickory forest to wet bottomland hardwood forest. The district manages two recreation areas: Markham Springs located on the Black River and Pinewoods Lake. There are many opportunities for professional growth and positive involvement with public and private organizations.

The district is located between two large Corps of Engineer projects, Wappapello Lake to the east and Clearwater Lake to the west. A national recreation trail, The Ozark Trail, meanders across the district. Dispersed recreation use is primarily hunting/fishing, horseback riding, mountain biking and hiking. The timber program seeks to balance the age classes/size classes within several management areas. The wildlife program is focusing on learning more about rare species, managing small openings, improving wildlife habitat, and ecosystem restoration. We are very involved in the National Fire Plan. We have an urban interface with growing communities and intermingled ownership patterns. We are developing a strong prescribed fire program and investigating methods of accomplishing multiple goals through the use of prescribed fire. We use prescribed fire to enhance natural vegetative communities, reduce fuel loads and improve

wildlife habitat. Located in Butler County, its 2010 population was about 17,000. Poplar Bluff is about 1.5 hours from Cape Girardeau, MO, and about 2.5 hours from St. Louis, MO. <http://www.poplarbluff-mo.gov/>

### **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 (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.macslis.org/articles/cover-letters>

### **QUESTIONS? CONTACT:**

**Katie Schmidt**

Recruitment Coordinator | 503-504-5994

[katie@mtadamsinstitute.org](mailto:katie@mtadamsinstitute.org) | [mtadamsinstitute.org](http://mtadamsinstitute.org)

