

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Condition Assessment Surveyor

PARTNER ORGANIZATION: Pacific Northwest Regional Office –
Mt. Baker-Snoqualmie National Forest

WEBSITE: fs.usda.gov/r6 and fs.usda.gov/mbs/

PROJECT LOCATION: Supervisors Office - 2930 Wetmore Ave., Suite 3A, Everett, WA 98201 (see below for further project location details)

SERVICE DATES: February 7, 2022 to December 16, 2022 (1700-hour position)



for the greatest good



POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), the Mt. Baker-Snoqualmie National Forest will sponsor a VetsWork AmeriCorps Intern to serve as a Condition Assessment Surveyor. The Intern will 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. The selected Intern will be trained together as part of a team (of 3-6 interns in different Forest Service units across Oregon and Washington) prior to going to service sites on fieldwork, data recording, site inventories, planning and accessible features. During the term of service, Interns may travel within the Pacific Northwest to support other Interns at their sites.

The Mt. Baker-Snoqualmie is one of the most visited forests in the country and is located on the west side of the Cascades between the Canadian border and Mt. Rainier National Park. Here you will find glacier-covered peaks, spectacular mountain meadows and old-growth forests rich in history and outdoor opportunities.

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.
- Travel to other districts and Forests; lodging provided.
- Duties will be performed both in field setting for condition assessments with office assignments to record data into an online computer system. More than 50% of time will be spent working in a database.
- 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:

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.

- Ability to communicate effectively orally and in writing.
- Ability to take measurements and recordings and document information accurately.
- 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.

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 (February 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:

- 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.
- \$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:

- A \$100/week housing stipend provided by service site.
- Low cost housing for intern is available through service site in in Verlot or Skykomish, WA. These would be the ideal locations, but the Forest is open to other districts serving as the duty station if the Intern can find housing on their own.
 - Skykomish is approximately one hour from the Supervisor's office on the Skykomish Ranger District and was originally founded as a railroad town, and just one hour west of the historic town of Leavenworth. It's a small populated community of approximately 220 people, with a small local general store, coffeeshop, deli and a few restaurants. Larger grocers and shopping opportunities are approximately 45 minutes away by car.
 - The community of Verlot, WA is a small unincorporated community on the Darrington Ranger District approximately 40 minutes from the Supervisor's Office. The closest full service town is Granite Falls. Housing here has phenomenal views of the Cascade Range and a small general store, however it does not have cell phone coverage or internet at Forest Service housing. There is a land line for credit card/calling card personal use and internet can be utilized at the District office, in accordance with government regulations.
 - Other districts include The North Bend (Snoqualmie Ranger District), Sedro-Woolley (Mt. Baker Ranger District) and Everett, WA (Supervisor's Office). These three communities are much larger and have additional amenities that are not available in Verlot or Skykomish. Generally speaking, these areas have a much higher cost of living.

TRANSPORTATION INFORMATION:

- Agency/Organization vehicles are available for service-related travel. Intern may travel within the Pacific Northwest to support other sites.
- Intern is responsible for travel to and from duty station.
- Verlot or Skykomish, WA are not accessible by public transportation and a personal vehicle is needed.
- The other locations are possible without a personal vehicle, but public transit can be somewhat limited in North Bend.

OTHER CONSIDERATIONS:

- Primary office location is in Everett, WA. District offices are in Sedro-Woolley, Darrington, Skykomish, and North Bend, WA. Year round recreation opportunities abound. Many natural attractions on the Mt. Baker-Snoqualmie National Forest are special places providing a unique experiences ranging from accessible trails, historical and natural educational sites, to the serenity of Wilderness Areas.

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 (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 | mtadamsinstitute.org

