

# **VETSWORK – ENVIRONMENT**

## **AMERICORPS POSITION DESCRIPTION**

**POSITION TITLE:** Forestry Technician

**PARTNER ORGANIZATION:** National Forests of North Carolina – Croatan National Forest

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

**PROJECT LOCATION:** Croatan Ranger District, 141 East Fisher Ave., New Bern, NC 28560

**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 National Forests of North Carolina will sponsor a VetsWork AmeriCorps intern to serve as a Forestry Technician in the Timber Management program. Timber Management supports a healthy forest ecosystem and serves as a vital source of income for the Forest. The intern will directly support the mission to “sustain the health, diversity, and productivity of the Nation’s forests and grasslands to meet the needs of present and future generations” by supporting timber sale projects. With an increase of threats to natural resources, the intern will learn to manage natural resources in a sustainable manner, so that generations to come can enjoy our forests. The Croatan National Forest is home to many state and federally protected and rare species. The intern will learn how important it is to balance the needs of the Timber Program with those of other programs, such as Wildlife Biology, Botany, Archaeology, Recreation, and Fire Management. This is a primarily field-based position with exposure to all types of weather and terrain.

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

- Perform boundary layout for timber cutting and sales in accordance with Environmental Assessment and Forest Plan direction.
- Mark harvestable timber for appraisal.
- Prepare, develop, and execute timber cruises and sample surveys to estimate quality and quantity of timber.
- Assess and provide feedback on situations where prescriptions do not fit ground conditions for consistency with prescription.
- Assist other functional areas such as Wildlife Biology, Recreation, Archaeology, and Fire Management with oversight from supervisor to guide in project planning.
- 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.
- Demonstrates independence, self-motivation, and resourcefulness.
- Ability and willingness to serve outdoors, in inclement weather, and lift up to 40 lbs. and to endure strenuous and repetitive physical activity.
- Able to take the lead on development of individual learning goals, project goals, measurable outcomes, timelines, and reporting.

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

- Communicate and interact in a positive, professional manner with staff, contractors, and the public.
- Ability to communicate/take direction both verbally and in writing, asking clarifying questions if necessary.
- Desire to promote environmental stewardship, especially to underserved communities.
- Ability to safely operate a 4x4 vehicle.

### 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:

- Interest or experience in natural resource management.
- Familiarity with GPS/GIS and ability to read a map and use aerial photos.
- Use of timber cruising tools and techniques.
- Experience interpreting silvicultural prescriptions and timber marking guides to designate harvest timber.
- Experience in or willingness to learn tree species identification.

### 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.
- Qualified Cruiser certification will be obtained. Other certifications may be available as time and workload allow.

### HOUSING:

- A \$500/month housing stipend provided by service site.

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

- No housing provided by service site. Site can assist selected applicant with their search.
- Local rental agencies include:
  - <https://www.rentalsinhavelock.com/>
  - [www.airbnb.com](http://www.airbnb.com)
  - [www.newbernrentals.net](http://www.newbernrentals.net)
  - <http://www.gullislerealtyrentals.com/rentals/>

### **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:**

- Provided gear will include cruiser’s vest, logger’s tape, clinometer, prisms, hard hat, eye protection, and gloves.
- The City of New Bern has a rich history and offers a beautiful downtown area with plenty of dining and shopping opportunities. There are also many opportunities for recreation both on and off the Forest. Some popular activities include visiting the beach, fishing, kayaking, hiking, riding off-highway vehicles, and wildlife viewing.
- The area surrounding the duty station ranges from rural to suburban to small city. Amenities are generally plentiful, but the intern may need to plan for long days in the field without quick access to amenities (i.e. pack a lunch, plenty of water, sunscreen, etc.).
- Coastal NC can be buggy, hot, and humid in the spring and summer. Interns will be working primarily outdoors, sometimes in thick understory and often on uneven terrain. Applicants should be willing and able to navigate these conditions.

### **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](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)

