

VETSWORK – ENVIRONMENT

AMERICORPS POSITION DESCRIPTION

POSITION TITLE: Recreation Technician

PARTNER ORGANIZATION: National Forests of North Carolina –
Nantahala National Forest

WEBSITE: fs.usda.gov/nfsnc

PROJECT LOCATION: Tusquitee Ranger District, 123 Woodland Drive, Murphy, NC 28905

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 Recreation Technician. The goals of this position would be to provide support in recreation, trails, and facility maintenance. This position will be performing a critical role in facility maintenance, identifying, and performing repairs to damaged facilities and maintaining recreation facilities such as toilets, water systems, picnic tables, fire rings and other miscellaneous structures. This position will also serve a critical role in identifying and addressing trail maintenance and reconstruction needs with agency employees and volunteers. When a Recreation Technician helps maintain and operate campground facilities/trails it prevents degradation to natural resources and provides a safe place that enhances a visitor's experience, enjoyment, and satisfaction of the outdoors. Maintaining the recreation facilities and trails in which the public uses provide a wide range of positive health benefits and gives visitors a reason to travel and support the local economy.

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

- Assures recreation sites and areas are operated and maintained in accordance Forest plans.
- Maintains and cleans developed sites, roadside and/or backcountry dispersed sites. Makes repairs to damaged facilities and maintains those facilities to working order.
- Serves as inspector for recreation maintenance/janitorial contracts. Maintains contact with and support to campground hosts.
- Serves as a unit fee collection officer. Collects fees, counts, and ensures deposits are made appropriately.
- 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.
- Patrols wilderness to ensure areas are operated, used, and maintained in accordance with Wilderness Management Plan.
- Installs and maintains information boards, travel signs, regulatory signs and other signs associated with recreation sites, travel management and safety.
- Provides detailed information about recreation opportunities to Forest visitors and explains the Forest Service rules and regulations. Provides information on resource management practices, regulations, and current conditions.
- Collects, compiles, and summarizes information for recreation data management systems.
- Oversees the construction and maintenance of trails. Works with volunteers and volunteer groups to accomplish specific work. Monitors the condition and use of trails.
- 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.

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

- 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.
- Applicant must perform moderate to strenuous physical exertion including walking on steep or uneven terrain, bending, lifting, and carrying.
- Applicant must be able to work in various weather and temperatures. Work will require the use of safety equipment such as boots, gloves, goggles, and hard hats.
- Applicant should be willing to work with pesticides and herbicides.
- Applicant must be willing to complete collection officer training, chainsaw operation training, and zero turn mower training.
- Applicant must be able to effectively meet and communicate effectively with contractors, coworkers, volunteers, and forest visitors.
- Applicant should have a general knowledge of recreation operations and maintenance activities including plumbing, carpentry, and minor electrical issues.

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:

- Basic knowledge of heavy equipment including but not limited to: Tractors, zero turn mowers, forklift, skid steers, excavators, etc.
- Having outdoor experience related to hiking, biking, and other recreation activities.
- Being able to tow small trailers loaded with equipment.
- Wildlife knowledge and a good sense of direction.

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.
- Training in the following: Zero turn mower, forklift operation, chainsaw certification and collection officer training.

HOUSING:

- A \$500/month housing stipend provided by service site.
- No housing available through service site, but the site can provide selected applicant advice on where to look.

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:

- PPE and gear needed to perform the job will be provided.
- Specifics about the Community Surrounding the Duty Station:

Population - Cherokee County has a population of 25,500 persons and Clay County has a population of 10,000 persons. The town of Murphy's population is 2,485.

Climate - Cherokee and Clay Counties have four distinct seasons, with average temperatures ranging from 60-85 degrees in the summer and temperatures ranging from 20-50 degrees in the winter. The area receives an average of 6 inches of rain per month.

Economy - The economy of Cherokee and Clay counties is fueled by several manufacturing companies and tourism-blending with health care, electronics and trade businesses. The real estate prices begin at approximately \$85,000 and the rentals range from \$500 to \$1000 per month. There are 3 small towns within a 20-mile radius - Andrews, Hayesville, and Murphy. There are several small shopping centers located in the three towns, along with a Wal-Mart in Murphy. The area is also within a 2-hour drive of Atlanta, Georgia, Chattanooga, Tennessee and Asheville, North Carolina.

Health Care - The Cherokee and Clay County areas have medical clinics and several doctors' offices in Andrews, Hayesville, and Murphy. There is a full-service hospital, Murphy Medical Center, in the Peachtree area near Murphy.

Cultural Groups - There are several cultural groups in the Cherokee and Clay County areas. Primarily, the major groups comprising these two areas are those of European American decent, African Americans, Native Americans and a small group of Asian Americans.

Arts and Recreation - Performing organizations include the John C. Campbell Folk School, which gives an Annual Crafts Auction, a Fall Festival, an Annual Blacksmiths' Auction, and a Fireside Sale. Other items of interest are the Historical Museum, Fort Butler (an original site of the Trail of Tears), and Fields of the Wood.

Additional Information - For more information about the Cherokee County, NC area, visit the Cherokee County web site at: cherokeecountychamber.com/ or by calling 828/837-2242. For more information about the Clay County, NC area, visit the Clay County web site at: claycountychamber.com/ or by calling 828-389-3704.

DIVERSITY, EQUITY AND INCLUSION:

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

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

