

PUBLIC LANDS STEWARDS

AMERICORPS POSITION DESCRIPTION



POSITION TITLE: Motorized Trail Steward (2 positions)

PARTNER ORGANIZATION: Umatilla National Forest

WEBSITE: www.fs.usda.gov/umatilla

PROJECT LOCATION: 1415 W. Rose St., Walla Walla, WA, 99362

SERVICE DATES: Open Until Filled (25 week, 940-hour position)

POSITION SUMMARY: In partnership with the Mt. Adams Institute (MAI), Interns will spend the season maintaining trails and educating visitors on Leave No Trace principles in the beautiful Blue Mountains. This position assures that trails are maintained to Forest Service standards and are safe and pleasing to visitors. This position is perfect for a person who has a passion for being in the mountains and serving outdoors.

The service locations vary from established administrative areas to mountainous, forested areas. Ninety percent of the service is performed outdoors. The position requires the operation of dirt bikes, Off-Highway Vehicles (OHV), and machinery, such as chainsaws. The position requires strenuous physical exertion, including walking in steep or uneven terrain, heavy lifting, and carrying packs up to 40 pounds. Exposure to extreme weather and temperature is expected.

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

- Serve as part of a motorized trail crew.
- Utilize tools, including chainsaws, to accomplish trail work. Training provided.
- Demonstrate and educate visitors on Tread Lightly, Leave-No-Trace, and other outdoor ethics. Training provided.
- Conduct all interactions with the public and Forest Service staff with professionalism, tact, and adherence to agency mission, standards, and objectives.
- Keep a daily log of activities, daily visitor contact data, trail survey data, and trail conditions.
- Input data of trail users contact data (date, area contacted, type of trail use, and trail users' origin) and trail conditions (access due to snow depths, trees down, washouts, needed drainage, etc.) into computer. Training provided.
- Ability to work with Forest Service employees on a crew-based model and on solo projects.
- Attend and complete all MAI/AmeriCorps trainings and service requirements including orientation and trainings.
- 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 – UMATILLA NATIONAL FOREST

- Must have a valid driver's license, clean driving record and ability to provide documentation.
- Practical knowledge and ability to safely operate and maintain OHV equipment, including trail tractor, trail bike, ATV, and four wheeled off highway vehicles in order to safely travel to assigned project areas
- The intern will be required to ride dirt bikes on variable terrain. The work is performed in a forest environment where the terrain may be steep, uneven, rocky, and covered with thick and tangled vegetation. Prior experience riding dirt bikes and OHV's is required. Intern must adhere to the safety guidelines and rules set out by the Forest Service for operating these vehicles.
- Able to proficiently and safely use hand tools and chainsaws for long periods. Training provided.

- Be physically fit, able to walk long distances (5-20 miles/day) carrying heavy loads, with steep elevation gains.
- First Aid/CPR certified. Training will be provided.
- Able to safely spend extended periods alone and/or with small crews in the outdoors.
- Travel and serve safely in mountainous wilderness settings.
- Serve alone and/or with many diverse people (land and resource managers, other Forest Service trail crew employees, volunteers) in both an office and field setting. Be able to communicate professionally with the various work groups.
- Comfortable contacting and communicating with members of the public in a remote setting.
- Able to tolerate and maintain a positive attitude in extreme heat and cold; season will start with snow on the ground and end with snow on the ground, in between it will be hot and dusty.
- Enthusiastic about wilderness recreation and being in wilderness in various settings.
- Maintain regular and reliable attendance.
- Be able to serve holidays and weekends as necessary.
- Comply with all Partner Organization safety policies and procedures.

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- 21-30 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 25-week term of service.
- Attend mandatory Intern Career training the week of August 29th (TBD if it will be virtual or in-person).
- 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. These are completed at no cost to the applicant.
- Participants 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. Applicant cannot be enrolled in two AmeriCorps terms at the same time.
- **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 riding dirt bikes.
- Experience safely using chainsaws and other tools.
- Experience performing trail work.
- Experience communicating with the public.
- A passion for outdoor recreation.

BENEFITS INCLUDE:

- \$9,375 living allowance (\$375 weekly) paid over term of service (Interns are paid once a month, on the 10th)
- \$3,247.50 education award (qualified student loans and/or education expenses)
- Student Loan Forbearance
- Child Care Reimbursement
- Live and work in a beautiful setting with many opportunities for outdoor recreation.

- Professional development, trainings and networking opportunities.
- Provide meaningful service to the local community and environment.

HOUSING:

- No housing is available by the service site. Because the intern must provide their own housing, this position is ideal for someone who currently resides in/near Walla Walla, WA.

TRANSPORTATION INFORMATION:

- Agency vehicles are available for work-related travel.
- Forest Service provides all transportation between the Ranger Station and service sites.
- It is highly recommended that the intern has their own vehicle transport for supplies/equipment and for days-off/off-hours.

OTHER CONSIDERATIONS:

Walla Walla, WA is a college town (Whitman College) with a population of about 30,000. The town has multiple, full-service grocery stores, shopping centers, restaurants, fast food establishments, a hospital, and a small airport.

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 Erica Bingham at erica@mtadamsinstitute.org:

- Resume
- Cover Letter (One for each position applying to).
- Three Professional References – Information to include: Name, Title, Relation to you, email & phone number.
- Supplemental Questions:
 - What is your motivation for applying to this position?
 - What are you hoping to get out of this experience?

PROCESS:

1. MAI screens application materials, conducts 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 can be found at [Public Lands Stewards Frequently Asked Questions](https://www.mtadamsinstitute.org/public-lands-stewards) or [mtadamsinstitute.org/public-lands-stewards](https://www.mtadamsinstitute.org/public-lands-stewards)
- Cover letter information can be found at <https://www.macsl.org/articles/cover-letters>

QUESTIONS? CONTACT:

Erica Bingham

Public Lands Stewards Program Coordinator

erica@mtadamsinstitute.org | mtadamsinstitute.org

