



Title: Recreation Resource Assistant-Prescott National Forest (1 position)

Start/End Date: October 4, 2021 – April 1, 2022 (anticipated)

Wage: \$12.50/hour, non-exempt, Full-Time (40 hrs/week).

Term: 26 weeks

Reports To: Jason Williams (USFS Recreation Specialist)

Location: Prescott, AZ – Prescott National Forest- Willow Work Center (4000 Katahn Drive, Prescott, AZ 86305)

Benefits:

- Federal holidays plus 5 additional days PTO.
- Health insurance eligible.
- Monthly housing allowance (\$1,000/month), monthly commuting allowance (if eligible), professional development funds (up to \$2,750).
- Two-year certificate of noncompetitive hiring eligibility and Direct Hiring Authority (DHA) through the USFS Resource Assistant Program (RAP)*
- Hands on learning and job training experience.
- Mentorship for career and professional development.

Position Summary:

Arizona Conservation Corps (AZCC) is partnering with Prescott National Forest to provide a 26-week paid, professional Resource Assistant opportunity as a Recreation Resource Assistant. The selected Resource Assistant (RA) will engage in the Forest's demanding and complex recreation program that manages a variety of dispersed recreation activities and 15 campgrounds and 34 day use sites across the forest. The RA will participate and gain experience in the day to day management of recreation sites, designated dispersed camping, and dispersed Off Highway Vehicle use. Special projects for this position could include inventory and documentation of campground facilities to refresh online reservation information for public use, dispersed recreation site inventory using ESRI ArcMap products as well as Geographic Information Systems, and engagement with the Forest's trails and wilderness program completing trail maintenance with volunteer crews. The RA may be required to travel and work in backcountry and other remote locations on the Forest, both independently and in teams. The RA will participate in both field work and administrative work in an office setting.

The RA will also have opportunities to work with and/or shadow other Forest program areas such as Wildlife, Botany, Hydrology and Soils, Timber resources, Recreation management, Fire and Fuels management, Geographic Information Systems, Law Enforcement & Investigations, Engineering, Roads, Facilities, etc. No housing is available for this position.

Arizona Conservation Corps and Prescott National Forest are committed to creating a diverse environment and diverse applicants with relevant education or experience are encouraged to apply.

All tasks will have COVID-19 mitigation strategies to reduce the spread in the local community. The intern must be willing to adhere to current CDC standards, in addition to USFS/Prescott National Forest and Conservation Legacy COVID-19 Policies and Procedures.

Essential Responsibilities and Functions:

- Develop working knowledge of recreation program to ensure safe and efficient work.
- Work closely with program manager to ensure weekly recreation site duties are completed.
- Provide detailed documentation about campgrounds and dispersed sites from inventory duties.
- Participate in trail maintenance/construction, obliteration and other resource conservation projects related to trails and recreation related impacts to Forest lands.
- Provide information and details to the public about the areas' cultural and natural resources and provide insight and guidelines to the Forest's recreation opportunities.
- Perform other duties as assigned to gain exposure to the work of the USDA Forest Service.

Required Skills:

Minimum Qualifications:

- College/graduate student working towards a degree in natural resources, recreation or wilderness management or a recent graduate with a degree in similar fields.
- Effective communication skills with all ages and diverse audiences.
- Ability to work both independently and with others collaboratively on projects.
- Deep interest in natural resource management/recreation and respect for nature.
- Experience and knowledge of outdoor recreation and environmental education and working with the public.
- Applicants are expected to be highly motivated and willing and able to perform assigned duties with little direct supervision.
- Applicants must pass a criminal history background check and should possess a valid driver's license with a clean driving record. Ability to provide documentation for driving USFS vehicles.
- Must provide personal transportation to and from office.

Preferred Qualifications:

- Knowledge and understanding of natural resource management.
- Knowledge and ability utilizing GIS/GPS equipment in the field.
- Education and Knowledge of recreation and resource management.
- Experience with 4x4 driving.
- Experience with trail construction/trail design, and restoration.
- Experience working with volunteers in a resource management context.

Physical Requirements:

- To successfully perform essential functions, the individual is required to sit, stand, walk, speak, hear, etc... May be required to stoop, kneel, crouch or crawl for significant periods of time and be able to safely lift 40 pounds on a routine basis.
- The work requires walking in steep, uneven terrain, exposure to adverse weather and insects, performing physical labor. Work is performed outdoors where there is exposure to extremes of weather and temperature, in both established administrative areas and wilderness areas.
- Ability to remain adequately hydrated, fed, and properly dressed to remain generally healthy and safe, avoiding environmental injuries.

- Reasonable accommodations may be made for qualified individuals with disabilities to perform the essential functions.

Participation and Expedition Behavior:

- Contribute to a safe learning environment; no harassment of others for any reason.
- Work effectively as a member of a team despite potentially stressful and difficult conditions.
- Willingness and ability to complete all aspects of the program.
- Appropriately represent Arizona Conservation Corps and the U.S. Forest Service at all times, including properly wearing the agency uniform.

Safety and Judgement:

- Effectively communicate danger to others in the form of either a warning of dangers others may be encountering or a notification of personal distress, injury, or need of assistance. Must be able to do so at a distance of up to 50 meters and in conditions with limited visibility or loud background noise such as darkness or high winds.
- Assigned duties will require the use of safety equipment such as tools, gloves, goggles, face cover and face shield, and hard hat.
- Effectively perceive, understand and follow direction by others so that you will be able to successfully execute appropriate and perhaps unfamiliar techniques to manage hazards. These directions may be given before the hazard is encountered or may need to be given during exposure to the hazard. Ability to respond appropriately to stress or crisis that may arise.
- Stay alert and focused for several hours at a time while traveling and working in varied weather conditions.
- If taking prescription medications, participants must be able to maintain proper dosage by self-medicating without assistance from others.

Environmental Ethics:

- Learn, practice, and communicate “Leave No Trace” techniques.

Substance Free:

- In accordance with a drug-free workplace, alcohol and drugs are prohibited while participating in work activities and while on organization and partner agency property.

*The USFS Resource Assistant Program (RAP) is a rigorous, immersive, paid internship providing developmental and training opportunities for individuals interested in learning more about Forest Service careers. After completing a minimum of 960 hours of satisfactory work and an associate degree, RA’s may acquire a two-year certificate of noncompetitive hiring eligibility. The certificate enables participants to apply to internal merit announcements for qualifying permanent General Schedule FS positions.

To Apply: Please submit an updated resume, a cover letter explaining your interest in the position and why you would be a good match, and three professional references along with the online application at <https://azcorps.org/ip-positions> . If you have questions, contact AZCC’s Individual Placement Support Coordinator Preston Sands at psands@conservationlegacy.org.

For more information on the USFS Prescott National Forest, please visit their website at <https://www.fs.usda.gov/prescott>.

For more information about Arizona Conservation Corps, please visit www.azcorps.org. Arizona Conservation Corps is a program of Conservation Legacy.

