



# *Now Accepting Applications*

## *Special Uses Intern*

### *Columbia River Gorge N'tl Scenic Area*

### *Hood River, OR*

VetsWork is a 10.5 month (February 6, 2017- December 15, 2017) career development internship program for U.S. Military Veterans (DD 214 required) interested in natural resources management / public lands careers. VetsWork participants are placed at local/state/federal land management agencies where they provide project support while learning about various career paths.

**Position Summary:** The Special Uses Intern will have responsibilities in application review, permit issuance, billing, and monitoring of special use authorizations. A special use authorization is a permit granting rights or privileges of occupancy and use subject to specified terms and conditions on National Forest System (NFS) land. The intern will learn skills in special uses processes, regulations and permit administration related to outfitter guides, recreation events, commercial filming, roads, utilities, and resorts. The intern will learn the database used to track, bill and record monitoring of Special Uses, and administer, inspect and monitor different uses in the field. Additional responsibilities include the administration of and record-keeping for temporary outfitter guide permits and recreation events, as well as proposal evaluation, permit issuance and monitoring of commercial filming permits. At the end of the year, the intern will have experience with a wide variety of special uses typical to National Forests and have the skills to compete well for entry level Lands and Special Uses positions or Recreation positions anywhere in the National Forest System.

#### **General Responsibilities**

(See Official Posting for Full Details)

1. The work is performed primarily in an office setting with occasional to frequent field assignments that will require vehicle travel (a work vehicle will be provided for such activities).
2. Public interaction and engagement will be necessary when working with permit holders and special use proponents.
3. Conducting on-the-ground inspections and monitoring of permitted activities while in uniform (a Forest Service uniform will be provided).
4. Effective internal communication with Forest Service staff and external communication with member of the public will be necessary.
5. Permit billing and database entry.
6. Ability to work in team settings and independently.
7. Some physical activity is required when reviewing a new special use proposal or conducting monitoring and on-the-ground inspections of ongoing authorizations. Some permit administration will involve walking and climbing over rough terrain.
8. Some field locations may be outside of cell phone range, requiring the use of hand-held radios.

Find full position posting and application instructions at: [www.mtadamsinstitute.com/jobs](http://www.mtadamsinstitute.com/jobs)

To apply contact: Katie Schmidt, VetsWork Recruitment Coordinator

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For more information: [www.facebook.com/Mt.AdamsInstitute](https://www.facebook.com/Mt.AdamsInstitute)

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