

## 2023 Intern Job Announcement



### **Four (4) WDFW INTERNSHIP OPPORTUNITIES**

#### **TIME/PAID INTERNSHIPS**

#### **FORESTRY INTERNS**

**Have you recently completed or are you currently undergoing course work in Forestry?**

**The Department of Fish and Wildlife is Offering:  
Four (4) Full-Time, Paid Internships.**

**Salary: \$20.00/hour**

**Applications Due By Tuesday, April 4<sup>th</sup> at 4:30 PM**

**These are exciting opportunities to showcase your skills and apply your classroom training to real world scenarios.**

**The Forestry Internships provide the opportunity to gain valuable experience in the practical application of resource management in an on-the-job environment all while gleaning valuable knowledge from the WDFW Team!**

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(Post Thin & Prescribed Burn Oak Creek Wildlife Area – Photo Credit: Ben Hartman)

**It gives our team great satisfaction** to know that they are investing in emerging professionals. It's our hope you will carry forward enhanced relationships between the Department and university or professional associations.

**If you are provided this opportunity,** it is our intent that you will serve as an ambassador to the Department throughout your career as you leave this position and continue your professional path.

Work performed by interns will facilitate thinning projects that are managed by agency foresters to improve forest health, restore wildlife habitat, and reduce wildfire risk consistent with the agency mission of preserving, protecting, and perpetuating the state's fish, wildlife, and ecosystems while providing sustainable fish and wildlife recreational and commercial opportunities.



(Swakane Forest Restoration – Photo Credit: Rod Pfeifle)

***Some of what you will learn to do,***

- Delineating and recording unit boundaries in the field using a tablet or GPS device for navigation. Preliminary unit maps provided by lead forester.
- Marking leave or cut trees on commercial restoration thinning units with paint using a thinning prescription under the guidance and supervision of the lead forester.
- Delineating riparian buffers as per Forest Practice Guidelines and direction of the lead forester.
- Downloading traverse data (shape files) of unit boundaries and buffers as directed by the lead forester.
- Variable plot cruising and data entry of completed commercial thinning units for cut and leave volume.
- Fixed radius plot cruising of active pre-commercial thinning units for prescription compliance.
- Possible participation in wildlife and archaeological surveys.
- Attendance of inter-agency in-field reviews.

## **WORKING CONDITIONS:**

### **Work Setting, including hazards:**

- Forests on WDFW lands primarily within 100 miles of Ellensburg, Washington. Primary field work will be on the Colockum, Oak Creek, LT Murray, and Wenas Wildlife Areas under the supervision of a lead agency forester.
- This job will be based out of the WDFW Ellensburg field office.
- Field hazards include slipping and falling on uneven ground and steep slopes, high temperatures, biting/stinging insects and rattlesnakes.
- Travel includes hazards associated with primitive and unmarked roads.
- Successful candidates will be expected to find their own living accommodations for the summer in the Ellensburg area. WDFW does not have living quarters available.

### **Work Season:**

- June – September:
  - We can be flexible with start and end dates to fit school schedules.
  - It might be possible for recent graduates to work through November.

### **Schedule:**

- Typically, Monday – Thursday – 7:00 a.m. – 5:30 p.m.

### **Travel Requirements:**

- Typically, day trips to forests within 100 miles of Ellensburg.
- Occasional overnight trips to forests throughout other parts of Eastern Washington may occur. Per diem will be provided for overnight trips.

### **Tools and Equipment:**

- Field: Tablet /GPS device, agency vehicle, relaskop, laser range finder, increment borer, clinometer, diameter tape, field vest, boots. All equipment, other than boots, will be provided.
- Office: Computer.

### **Customer Interactions:**

Minimal incidental interaction with the public is anticipated.



(Methow River Moon Setting – Photo Credit: Scott Fitkin)

**QUALIFICATIONS:**

**REQUIRED QUALIFICATIONS:**

**Any of the following are encouraged to apply:**

- Must be a college student working towards or having recently completed an associate's or bachelor's degree in forest management or a closely related field.
- Must be able to walk long distances and navigate rugged terrain under variable weather conditions.
- Ability to lift and carry 40 pounds.
- Must have the ability to follow instructions and work independently.

**Certifications/Licenses:**

- Valid Driver's License.

**PREFERRED QUALIFICATIONS:**

- Completed two years of forestry program course work
- Completed a course in forest mensuration
- Three months of experience with timber sale layout
- Familiarity with forest road engineering requirements and logging systems
- Familiarity with ecology of eastern Washington dry forest types
- Familiarity with Forest Practices rules
- Competent user of ArcGIS Pro, GPS navigation devices, tablets, and desktop computers (Microsoft Office).

**APPLICATION PROCEDURE NOTICE:**

Failure to follow the instructions below may lead to disqualification.

**Required Application Materials and Submittal Instructions:**

In order to apply for this position, you **MUST** submit the following documents by email, no later than **4:30 pm on Tuesday, April 4<sup>th</sup> 2023**:

- A **cover letter** describing how you meet the qualifications of this position (Generic cover letter will not be accepted).
- A **current resume**. Be sure to include your email address and phone number.
- **At least three professional references** (can be included on resume).
- **Answers to supplemental questions**

Application documents must be submitted, by email only, to:

**Leland Lauffer**  
WDFW Statewide Forester  
[Leland.Lauffer@dfw.wa.gov](mailto:Leland.Lauffer@dfw.wa.gov)

For more information about the job or application process, please contact:

**Leland Lauffer**  
WDFW Statewide Forester  
[Leland.Lauffer@dfw.wa.gov](mailto:Leland.Lauffer@dfw.wa.gov)  
360-584-8180

**OR**

**Isaac Nequette**  
WDFW Statewide Forester  
[Isaac.Nequette@dfw.wa.gov](mailto:Isaac.Nequette@dfw.wa.gov)  
360-628-7179

**Interview Schedule:**

Application materials will be reviewed by WDFW staff and the top candidates (no more than 10) will be selected for interviews on the week of **April 10<sup>th</sup>-13<sup>th</sup> 2023**.

**IMPORTANT:**

All new employees must complete an Employment Eligibility Verification Form (I-9 Form) on their first day of work. If hired for this or any position at WDFW, you will be required to provide documentation proving you are eligible to work in the United States. For a list of acceptable documents, please use the following link:  
<https://www.uscis.gov/i-9-central/form-i-9-acceptable-documents>

**IMPORTANT NOTE:**

The Department of Fish and Wildlife's priority during the Covid-19 health crisis is to keep our staff, candidates, and the public safe. We are hiring and encourage you to apply to open positions. We have transitioned to a virtual recruitment process, to include web-based interviews.

**JOIN THE WDFW TEAM:**

Learn about our [agency](#) and the [perks](#) of working for WDFW!

The Washington Department of Fish and Wildlife has some of the most talented people in the natural resource field. We celebrate and value diversity, appreciating that a workforce composed of those from different backgrounds and experiences creates an inclusive environment, strengthens positive relationships with the local community, and brings new perspectives and approaches to fulfilling the agency's mission. We value demonstrated skill in living WDFW values of professionalism, accountability, empathy, integrity, service, and respect.

**WDFW employees may be eligible for the following:**

Medical/Dental/Vision for employee & dependent(s), Public Employees Retirement System (PERS), Vacation, Sick, and other Leave, 11 Paid Holidays per year, Public Service Loan Forgiveness, Tuition Waiver, Long Term Disability & Life Insurance, Deferred Compensation Programs, Dependent Care Assistance Program (DCAP), Flexible Spending Arrangement (FSA), Employee Assistance Program, Commute Trip Reduction Incentives (Download PDF reader), Combined Fund Drive, SmartHealth.

**UNION - WAFWP:**

This position is in the bargaining unit represented by the Washington Association of Fish & Wildlife Professionals and is subject to the terms of the Collective Bargaining Agreement between the State of Washington, Department of Fish & Wildlife, and the Washington Association of Fish & Wildlife Professionals.



Diversity, Equity, and Inclusion Employer

**VETERAN PREFERENCE NOTICE:**

To take advantage of veteran preference, please do the following:

- Email a copy of your DD214 (Member 4 copy), NGB 22 or USDVA signed verification of service letter to [RecruitmentTeam@dfw.wa.gov](mailto:RecruitmentTeam@dfw.wa.gov).
- Subject line should include recruitment number, position, and Vet (for example: #10155 Biologist 1 – Veteran)
- Include your name as it appears on your application in careers.wa.gov

**MILITARY SPOUSE PREFERENCE NOTICE:**

To take advantage of military spouse preference, please do the following:

- Notify us of your military spouse status by email at [RecruitmentTeam@dfw.wa.gov](mailto:RecruitmentTeam@dfw.wa.gov).
- Subject line should include recruitment number, position, and MS (for example: #10155 Biologist 1 – MS)
- Include your name as it appears on your application in careers.wa.gov

**Note:** Please blackout any PII (personally identifiable information) data such as social security numbers. For further information, please contact us at [RecruitmentTeam@dfw.wa.gov](mailto:RecruitmentTeam@dfw.wa.gov).

*As part of WDFW's efforts to advance respectful and inclusive work environments, the Agency expects inclusivity as part of our professional interactions and communications. Therefore, we want to ensure that all individuals feel welcome, are treated fairly and respectfully. All staff are empowered to fully contribute to serving their work unit, Agency, and the citizens of Washington.*



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*The Department of Fish and Wildlife is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, ethnic, sexual orientation and gender identity diversity. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status and are encouraged to apply.*

*Persons needing accommodation in the application process or this announcement in an alternative format may call (360) 902-2276 or the Telecommunications Device for the Deaf (TDD) at (800) 833-6388.*

*This recruitment is contract funded by state capitol funds.*

*If you are having technical difficulties creating, accessing or completing your application, please call NEOGOV toll-free at (855) 524-5627 or [support@neogov.com](mailto:support@neogov.com).*

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