



ANNOUNCEMENT NUMBER: TEMP  
CLASSIFICATION NUMBER: C8235  
OPEN: 3/04/19  
CLOSE: 3/30/19  
LOCATION: Salem

**Forestry/Natural Resources Intern**  
Student Professional/Forestry Worker  
\$14.77/hour

Oregon Parks and Recreation Department's mission is to provide and protect outstanding natural, scenic, cultural, historic and recreational sites for the enjoyment and education of present and future generations.

If you would like more information about Oregon Parks and Recreation Department visit [www.oregonstateparks.org](http://www.oregonstateparks.org)

**Stewardship Section Mission:** Stewards of our natural and cultural resources. To work together to cultivate healthy ecosystems, preserve our cultural heritage, establish positive working relationships, embrace new possibilities and continually expand our knowledge.

If you would like more information about Stewardship visit:  
<http://www.oregon.gov/OPRD/NATRES/pages/index.aspx>

There is **(2) Temporary**, full-time, **(3) three-month Student Forestry intern** position with Oregon Parks and Recreation Department in the Stewardship Section located in Salem, Oregon.

- Job Duration: June 15, 2019 through September 25, 2019. (Dates are negotiable based on student schedules.)
- This recruitment will be used to establish a list of qualified people to fill the current opening and any future openings.

Applicants are subject to both a Computerized Criminal History and Driver & Motor Vehicle Services check. Adverse background data may be ground for immediate disqualification. Information obtained in this process will remain confidential. OPRD uses E-Verify to confirm that applicants are authorized to work in the United States.

**POSITION RESPONSIBILITIES & DUTIES (Statewide):**

Assist OPRD forestry staff with:

- Forestry work involving timber harvest planning, mapping, which includes boundary layout, logging plan, timber cruising and contracting processes.

Assist Natural Resource staff with:

- Manual treatment of invasive species.
- Native plant propagation, seed collection and processing, and nursery maintenance.
- Riparian restoration.
- Trail Maintenance.
- GIS spatial and data entry.
- Invasive plant mapping.
- Plant and wildlife species mapping.
- Photo monitoring.



### **Computer software to be used:**

- ArcGIS 10
- Excel spreadsheets
- Microsoft Word
- Smart Phone apps (IOS/Android)

### **MINIMUM QUALIFICATIONS**

Must be a student currently enrolled in forestry or natural resource related curriculum or program.

### **DESIRED ATTRIBUTES**

- Experience with forestry equipment (i.e. compass, clinometer, relaskop, loggers tape, range finder, etc.) and ArcGIS is helpful.
- Enthusiastic willingness to learn.

### **WORKING CONDITIONS**

The employee in this position will spend much of their time working from the Salem Headquarters office working with the Stewardship Section. An extensive amount of time will be spent working in the field, either with one or several other people and possibly alone throughout areas in Oregon. The employee must be able to work effectively with other employees; be comfortable interacting with the general public; work outdoors in varying weather conditions; walk/hike over rough and often slippery terrain, up/down inclines, stairs, on paved and unpaved surfaces such as trails; stand for long periods, up to full length of a shift. This position will require overnight travel, camping, shared housing and driving between Salem and areas throughout Oregon. This position may require a flexible work schedule that varies in the number of hours worked on a daily basis, but not necessarily each day, or a work schedule in which the starting and stopping times vary on a daily basis. Some overnight travel may be required of this position due to the location of park properties. While in travel status, the intern will report to the Salem staff office and will then travel with OPRD forestry/natural resource staff in a provided **State vehicle** to and from the project area. Intern must possess a valid driver's license, as some driving is required. Travel expenses provided for meals and lodging.

### **HOW TO APPLY**

If you qualify, submit a **resume** and a **cover letter** of no more than one page each clearly describing how you believe your education and/or experience directly relates to the job duties. Please use specific examples. **MAKE SURE TO LIST ALL RELEVANT FORESTRY/NATURAL RESOURCE COURSES YOU HAVE TAKEN OR ARE CURRENTLY TAKING ON YOUR RESUME AND YOUR CURRENT CLASS STANDING (FRESHMAN, SOPHOMORE, ETC.)**

Those candidates whose experience most closely matches the primary duties of this position will be invited to an interview.

### **SEND COMPLETED MATERIALS TO:**

Oregon Parks and Recreation Department  
Craig Leech, Forester  
725 Summer Street NE, Suite C



Salem, Oregon 97301-1266

You may **E-MAIL** your materials to us at [craig.leech@oregon.gov](mailto:craig.leech@oregon.gov). **In the subject line please include the position title.**

**APPLICATION MATERIALS MUST BE RECEIVED BY 5:00 P.M. ON THE CLOSE DATE.** The pay on all announcements may change without notice.

If you have a disability and need assistance completing the application materials, call the OPRD Human Resources Division at (503) 986-0626.

**Oregon Parks & Recreation Department is an equal opportunity, affirmative action employer committed to a diverse work place.**