



PORTLAND GENERAL ELECTRIC
Parks and Recreation Department

POSITION TITLE: Parks Attendant, Dispersed Site Management

Location: Estacada, Oregon. Timothy Lake, Mt. Hood National Forest.

Department: Parks and Recreation, RC# 172

Duration: Seasonal. 4 months.

Starting Pay: \$20.74

APPLICATION DEADLINE: March 19, 2023, or until filled.

Interested in natural resources or recreation management? Looking to get your boot in the door? Look no further than Oregon's Mount Hood National Forest. With Portland General Electric's job as a seasonal Dispersed Site Technician, you'll hike trails, check permits and maintain dispersed campsites while utilizing GIS to record, map and report on public use patterns. Bunk-style housing available onsite at Timothy Lake, OR at no cost.

Position Purpose:

To support the implementation of the Dispersed Site Recreation Management Plan for the Timothy Lake area as part of the Clackamas Hydroelectric Project.

Essential Job Responsibilities:

- Perform monitoring and maintenance activities of public dispersed campsites in the Project area in accordance with FERC approved plans: groom campsites, conduct visitor contacts, check permits and maintain informational kiosks. (40%)
- Regularly track use for dispersed sites using GIS, enter data and maintain visitor contact/patrol logs to document monitoring activities. (20%)
- Prepare and distribute Annual Dispersed Site Management Report; compiling and analyzing data, developing charts and maps, documenting with photos and examples and summarizing information and trends. (15%)
- Assist with minor maintenance and inventory of public recreation trails in the Project area. (15%)
- Refine protocol for mapping new campsites, updating inventory and tracking problem areas. (10%)

Communications:

- Ability to communicate and coordinate activities with immediate supervisor, team members, volunteers and resource specialists.
- Ability to communicate rules and regulations to the general public, working to gain voluntary compliance as needed in dispersed recreation sites, as well as provide area information.

Challenges:

- Assisting with conducting data collection, coordinating communications, producing photos and maps for the area with coworkers and other internal staff.
- Accurately recording and electronically entering data.

- Effectively collaborating and maintaining good working relationships with outside partnering agencies and enforcement authorities.
- Effectively remaining organized while conducting fieldwork at various sites on a daily basis—consistently managing time, resources and communications.

Knowledge/Skills/Experience Required:

- Knowledge of general recreation land management practices and programs.
- Experience and/or ability to learn use of GIS unit and associated computer applications.
- Working knowledge of basic maintenance and landscape tools.
- Proficiency with computers, data analysis, word processing and associated applications; strong written and outstanding oral communications.
- Valid driver’s license and demonstration of good driving habits.

Education and Experience:

Qualified candidates should have relative work experience or a degree or coursework in Recreation Resource Management or related natural resource field. Experience with ArcGIS preferred.

Physical/Mental Abilities and Processes:

- Ability to work alone in remote locations and in various weather conditions.
- Ability to hike, paddle and bike multiple miles daily in difficult terrain and brushy conditions.
- Ability to think and respond quickly, accurately and thoughtfully when faced with unexpected visitor responses and unanticipated situations.
- Must be able to adapt to changes in work schedule as well as work weekends and holidays.

PGE is committed to diversity and inclusion in the workplace and is an equal opportunity employer. PGE will not discriminate against any employee or applicant for employment based on race, color, national origin, gender, gender identity, sexual orientation, age, religion, disability, protected veteran status, or other characteristics protected by law.

TO APPLY:

Please complete an online application: www.portlandgeneral.com/careers, In Search for Jobs, search “Parks” – and apply for Parks Attendant.

Contact:

Mike Schubert, Parks Operations Specialist
503-630-8124 | mike.schubert@pgn.com

More Information:

www.PortlandGeneral.com/Parks

