



## Job Announcement

### United States Forest Service – Pacific Northwest Region Pacific Northwest Regional Office, Portland, OR

### Reforestation Planning Specialist Resource Assistant

**Please Respond By: April 29th, 2022**

[Northwest Youth Corps](#) (NYC) in partnership with the United States Forest Service (USFS) welcomes applications for a **Reforestation Planning Specialist Resource Assistant (RA)** position. This is a 52-week full-time work experience from approximately **June 1, 2022 to June 2023**. Created in 1984 and modeled after the Civilian Conservation Corps of the 1930s, NYC is a non-profit job training and experiential education program for youth and young adults to learn and work in the field of natural resource management. NYC will recruit and hire the selected RA candidate providing personnel and Human Resources needs during the placement. The daily activities of the RA will be primarily under the direction of Forest Service staff.

**Position: Reforestation Planning Specialist Resource Assistant (Internship)**

**Target start date:** June 1, 2022 (specific date to be determined by the RA and supervisor, may be up to two weeks earlier or later depending on the RA's availability)

**Duration:** 52 weeks (Twelve Months)

**Status:** Full time (40 hours/week).

**Duty Location:** Pacific Northwest Regional Office – Portland, OR

**Overview – About the U.S. Forest Service, Pacific Northwest Region:**

The Forest Service's Pacific Northwest Region manages 24.75 million acres across 16 National Forests, 59 District Offices, a National Scenic Area, and a National Grassland across Oregon and Washington. Within the region, there are more than 2,400 developed recreation sites, over 24,000 miles of trails, 51 Wild and Scenic Rivers, two national monuments, one national historic trail, and two national scenic trails. Through culturally relevant partnerships, engagement, and communication, the Forest Service's Pacific Northwest Region builds connections with rural and urban communities to help sustain the health, diversity and productivity of these lands to meet the needs of present and future generations.

**Position Description:**

The Resource Assistant Program is a rigorous and immersive paid internship for individuals interested in Forest Service careers. Resource Assistants (RAs) work with Forest Service staff to complete mission-critical work that demonstrates leadership, critical thinking, and strategic communication. Through direct training, experience, and exposure, RAs gain the tools to launch their natural and cultural resource careers.

Through a partnership with Northwest Youth Corps, the selected Resource Assistant will serve as the Reforestation Planning Specialist for the Silviculture Program. The Reforestation Planning Specialist will support and assist the Regional Silviculturist in implementation of the REPLANT Act and the Forest Service Reforestation Strategy on Forest Service land in Oregon and Washington. The REPLANT Act requires the Forest Service to address our existing reforestation needs by 2030. The Reforestation Planning Specialist will be one of just two positions in the Regional Office dedicated to the implementation of the REPLANT Act and the Forest Service Reforestation Strategy. However, they regularly interact with a broader set of colleagues in the Forest Service, including Regional Office staff; staff in national forest and ranger district offices across OR and WA; and agency-wide teams working on the REPLANT Act and the Forest Service Reforestation Strategy. .

**Duties and Areas of Responsibility**

Responsibilities include, but are not limited to:

- Reforestation partnerships – agreement processing, final project report coordination and editing, progress check-ins on funded projects, budgeting of funds received from partners.
- Assess Reforestation Needs accuracy in the FACTS database and development and implementation of a process to improve and maintain the accuracy of that data.
- Assess other governmental reforestation organizations in the Pacific Northwest to make recommendations for the Forest Service for REPLANT Act staffing in Oregon and Washington.
- Coordinate seedling ordering/prioritization between Forest Service nurseries and National Forests in Oregon and Washington.
- Assist with REPLANT Act planning, scheduling, and budgeting by facilitating periodic check-in meetings with 13 National Forests and associated regional office staff.
- Design and maintain an internal REPLANT Act website for the region as well as other types of communication channels (TEAMS channel, Box folder, etc.) to maintain current reference materials and prompt communication.
- Work closely with a wide variety of Forest Service professionals, including silviculture, nursery, seed extractory, budget, contracting, grants & agreements, genetics, and data management professionals.

This position does not supervise or lead other employees or volunteers. This position does not drive government vehicles.

## **Requirements**

- Strong written and verbal communication skills.
- Ability to work effectively with professionals in a variety of disciplines in a collaborative and cooperative manner and handle multiple tasks/projects at a given time.
- Skills in problem solving, analysis, evaluation, and resolution.
- Ability to organize and prioritize tasks to meet objectives as part of the performance of position duties.
- Ability to manage multiple priorities, exercise sound judgment, and maintain a positive attitude.
- Ability to work independently
- Undergraduate degree in forestry or related field
- Successful completion of a background check.
- Applicants must be U.S. citizens or permanent residents over 19 years old.

## **Desired Skills**

- Interest in using data (including geospatial data) to foster learning and collaboration.
- Experience coordinating and/or managing projects in a timely manner.
- Ability to solve complex problems through creative and innovative approaches.
- Ability to adapt to change (such as changes to project scope, tasks, and timelines) and to persist through challenges to achieve goals and outcomes.
- Demonstrate professionalism that fosters an environment where colleagues and stakeholders feel valued, respected, and empowered to bring new ideas and issues forward.
- Advanced degree a plus
- Field experience in silviculture or reforestation a plus

## **Program Benefits:**

- NYC will provide RA a total stipend of \$44957.64 divided across a 52-week term along with health care coverage, workers compensation, and FICA/Medicare.
- The RA will receive \$2,750.16 in funding to reimburse relocation costs, program travel, and applicable trainings.
- The RA will receive a total monthly commuter fund of \$600, and a total housing stipend of \$12,000 prorated monthly.
- The RA will have a minimum of 80 hours of flexible paid leave in addition to federally recognized holidays.
- The RA will qualify for a U.S. Forest Service Direct Hiring Authority and Noncompetitive Hiring Eligibility upon completion of 960 hours of service. The hiring authority is valid for 2 years, once issued.
- Professional development, trainings, and networking opportunities.

## **ABOUT THE JOB LOCATION**

**Regional Office in Portland, Oregon** -- Portland, Oregon, and surrounding communities are routinely ranked among the top 50 places to live and work in the United States. Portland is at the confluence of the Willamette and Columbia Rivers in northwest Oregon. Portland is Oregon's biggest city with 600,000 residents. There are 1.95 million people in the greater metropolitan area, with many large suburban communities including adjacent Vancouver, Washington.

The Regional Office is in the Edith Green-Wendell Wyatt Federal Building in downtown Portland. It is easily accessible by bicycle and public transportation, including light rail and buses. Bicycle parking is

provided in the building. Car parking is usually available at city-owned or private lots at a daily cost of around \$18. The area is characterized by federal and city government buildings, high-rise apartment and office complexes, hotels, shops, restaurants, and parks. The nearby South Park Blocks are lined with museums, theaters, and historic buildings, and host a popular farmers market. The Regional Office is two blocks from the Willamette River waterfront and Waterfront Park, which features broad lawns for picnics and concerts; paths for walking, running, and bicycling; river access for paddleboarding and boating; and bridges that connect the east and west sides of the city. The Hawthorne Bridge (the nearest bridge to the Regional Office) averages an impressive 99,000+ bicycle trips a month.

This "City of Roses" is vibrant and energetic while at the same time laid back and easy-going. Portland has character epitomized in its unique and varied neighborhoods. Many residents are active in Portland's dynamic civic and cultural life, including community gatherings, music, and art. There are about a dozen colleges and universities in Portland, including the large downtown campus of Portland State University near the Regional Office. Portland is the hub for hospitals and healthcare in Oregon. In spring 2021, the average cost to rent a one-bedroom apartment in Portland was \$1,153, and the average home purchase price was \$542,000.

Portland is known for rain, though it gets only five inches more (43" annually) than the national average (38"). Portland has a Mediterranean climate with sunny, dry summers. Winters are mild with little snow, though nearby Mt. Hood offers quality skiing, snowboarding, and sledding. The natural beauty of the Cascade mountains provides the backdrop for the city. Within a short drive from Portland are farms and orchards, rivers, parks and wildlife preserves, and forested trails. The breathtaking Oregon coast, the scenic Columbia River Gorge, and the vast high desert of eastern Oregon are less than two hours away. Portland is connected to other West Coast big cities by Amtrak and the Interstate 5 freeway, and Interstate 84 comes into the city from the east. PDX airport serves domestic and international destinations.

## Application Instructions Below

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**Application Deadline:** April 29th, 2022

**Interviews:** Will occur as qualified applications are received

**Type of position:** Individual Placement

**Service Dates:** June 2022 to June 2023

**Length of Term:** 52 Weeks (2080 Hours)

**How to Apply:** Please submit a cover letter, resume, and contact information for three professional references and completely fill out the application form found at

[https://nwyouthcorps.workbrightats.com/jobsearch/?job\\_board\\_classification=Internships](https://nwyouthcorps.workbrightats.com/jobsearch/?job_board_classification=Internships)

### **Additional Information**

If you have questions about the Resource Assistant Internship, please reach NYC Internship Program Officer Liv Kelley at [livk@nwyouthcorps.org](mailto:livk@nwyouthcorps.org) or Robyn Darbyshire at [robyn.darbyshire@usda.gov](mailto:robyn.darbyshire@usda.gov)

**NYC COVID-19 Protocols:** *We have developed and facilitated industry leading COVID management protocols that are in place to keep our members and staff healthy, and have maintained an excellent safety record. Read our COVID protocols by visiting [www.nwyouthcorps.org/m/covid19](http://www.nwyouthcorps.org/m/covid19).*

All job offers are contingent upon the completion of a satisfactory background check. NYC recommends that all participants be fully vaccinated for COVID-19.