



AmeriCorps Position Description

Position Title	Nursery and Field Technician
Partner Organization	Tillamook Estuaries Partnership
Partner Website	www.tbnep.org
Location	6820 Barrack Circle Drive, Tillamook, OR 97141
Service Dates	Open Until Filled (45 week, 1700-hour position)

About Mt. Adams Institute

[Mt. Adams Institute \(MAI\)](#) is a nonprofit organization based in the rural community of Trout Lake, Washington with a mission of strengthening the connection between people and the natural world through education, service learning, career development, and research.

VetsWork is a career development internship program for military veterans interested in the natural resources management, public lands, and environment sector. VetsWork participants are placed at local, state, and federal land management agencies such as the U.S. Forest Service, U.S. Fish & Wildlife, National Park Service, and National Oceanic and Atmospheric Administration (NOAA), where they provide project support while learning about various career paths.

Position Summary

In partnership with the Mt. Adams Institute (MAI), Tillamook Estuaries Partnership (TEP) will sponsor a VetsWork AmeriCorps Intern to serve as a Nursery and Field Technician. The Intern will contribute to TEP's growing Plant Material and Monitoring programs by providing on-the-ground technical support that ensures a high level of reliability and data quality for the Monitoring Program and supports the production of high-quality native plants for the Plant Material Program. The work this Intern will perform will help ensure that a supply of locally adapted, genetically appropriate native plants is available for coastal habitat restoration efforts for the next several years. This person will also contribute meaningfully to the BLM's Seeds of Success program, which is crucial to preserving and cataloging North America's native plants.

The Intern will need to navigate steep, brushy, muddy, and slippery terrain in Tillamook's estuaries and mountains. This position is expected to access remote locations which involves driving steep forest roads and wearing waders and heavy raingear. The Intern must be comfortable working in all weather conditions throughout Tillamook County and its watersheds and be ready to make adaptive plans for adverse weather.

Essential Functions

To include, but not limited to:

- Identify and scout for 50 native plant species. Keep careful records using Survey123 and FieldMaps.
- Follow seed collection ethics and protocols, ensuring availability of high-quality native seed for TEP and partners.
- Perform select nursery operations alongside a crew of incarcerated youth, including but not limited to thinning, transplanting, and germination monitoring.
- Maintain and repair nursery infrastructure including replacing weed mat and fixing broken PVC.
- Assist in irrigation calibration when needed.
- Deploy, audit, and retrieve temperature loggers from across Tillamook County's watersheds.
- Collect samples for water quality and bacteria monitoring efforts as needed.
- Assist with executing monitoring plans at TEP and partner restoration sites.
- Learn new field monitoring techniques following written protocols and field training (possible examples include RTK-GPS elevation surveys, water level and salinity loggers, vegetation surveys, seagrass surveys, Aquatic Inventory Surveys for salmonid habitat, drone habitat surveys, and groundwater well installation)
- Attend and complete all MAI/AmeriCorps trainings and service requirements.
- Complete and submit all necessary MAI/AmeriCorps paperwork and reports in a timely manner.

Position Requirements

Service Site

- Must have a valid driver's license, clean driving record, and ability to provide documentation when requested.
- Represent TEP professionally when working with volunteers in the nursery and the field.
- Ability to occasionally walk up to 4 miles.
- Occasional evening and weekend work will be required.
- Goal oriented with a high attention to detail.
- Demonstrates a concern for accuracy (e.g. regularly produces accurate, thorough, professional work)
- Proficiency with Word, Excel, PowerPoint, Google docs, and Adobe or other similar software.
- Must be able and willing to travel throughout Tillamook County and region with occasional further travel.
- Must be able to pass a child abuse/neglect and criminal record background checks within the first week.
- Must follow all health and safety policies and procedures, including any changes that are implemented throughout the course of the program. Accepting a position means accepting the current requirements and any updates to those requirements while enrolled in the program.

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- Must have served in the Uniformed Services of the United States, including Guard and Reserves and have a DD214 with an honorable discharge or general under honorable on case-by-case basis after further review.
- At least 21 years of age at the beginning of the service term.
- U.S. citizen, national or lawful permanent resident.
- Ability to commit to the full term of service.
- Attend program orientation, Intern trainings, and graduation.
- Wear MAI identifiers while performing service or attending official events.
- Selection, placement, and retention are contingent upon passing the National Sex Offender Public Registry, state of service and state of residence criminal history check, and a national FBI check.
- Possession of a high school diploma or equivalent, or commit to earning one prior to using education award.

Preferred Qualifications

- Associate's degree in botany, forestry, biology, chemistry, environmental sciences, ecology, engineering, or other related sciences OR at least two years of work experience in a related field.
- Academic, part-time, or volunteer experience related to environmental field data collection, forestry, botany, native plants, outdoor education, trail crew, or infrastructure maintenance.
- PNW native plant identification skills.
- Familiarity with video conferencing systems.

Benefits

- VetsWork is an apprenticeship program approved by the Department of Veterans Affairs (VA) and the Department of Labor. Members with G.I. Bill benefits may be able to dual enroll as an apprentice and access their Monthly Housing Allowance (MHA). Actual benefits vary by individuals' qualified benefits.
- \$22,500 living allowance – paid monthly over term of service (\$500 weekly, before taxes).
- \$7,395 education award (qualified student loans and/or education expenses)
- Loan Forbearance
- Health Care Insurance
- Child Care Reimbursement through AmeriCorps Childcare Program for those who qualify.
- Professional development, trainings and networking opportunities.

Housing

- Up to \$1,000/month housing stipend provided. This payment is deposited monthly and is taxable.

Transportation Information

- Intern is responsible for travel to and from the office.
- Travel with a personal vehicle may be required to conduct fieldwork. Mileage can be reimbursed at the federal rate (proof of valid drivers' license, driving abstract, and insurance meeting minimum coverage will be required).
- A company vehicle is available when needed.

Other Considerations

- Tillamook is located on the beautiful Oregon coast, situated on the edge of Tillamook Bay, with a population around 5,200. The area experiences mild temperatures, typically 40-50 degrees in the winter, and 70-80 degrees in the summer.
- Tillamook County is very rural and is renowned for its agriculture industry. A common saying about the area is – "it's the land of trees, cheese, and ocean breeze." Applicants should be prepared to live in a rural setting.
- Tillamook has limited public transport and is separated from Portland by a mountain pass, making travel to and from Portland difficult during inclement weather.
- T-Mobile, AT&T, and Verizon have the best cell phone coverage in the area.

Equal Opportunity Employer

MAI does not discriminate against any person or group based on race, ethnicity, culture, age, ability, national origin or ancestry, veteran status, social economic class, religion, professional status, pregnancy, or parents/guardians with children. MAI is committed to supporting our Interns and staff with trainings and career development opportunities.

MAI provides reasonable accommodations to applicants and employees. Applicants with disabilities may request a reasonable accommodation and/or alternative formats at any point in the employment process.

How To Apply

Send an email to Erica Bingham at erica@mtadamsinstitute.org with the following:

- **Cover letter** - include your motivation for applying; and your experience as it relates to the position if it is not represented in your resume. If you are applying to more than one position, submit a cover letter for each position you are applying to (3 maximum).
- **Resume**
- **Three Professional References** (former supervisors, mentors, colleagues, etc. - military, civilian, or academic. Do not include family members.)
 - o Include - Name, relation to you, email & phone number.

- **DD214** – (with Honorable Discharge):
 - A “General Under Honorable” discharge will be considered on a case-by-case basis.
 - Must be long form “Member 4 copy” (has 30 total boxes of information).

Interview Process

1. **Mt. Adams Institute**
 - Screens Applications
 - Conducts interviews
 - Recommends applicants for Service Site interviews
2. **Service Sites**
 - Interviews candidates
 - Conducts reference checks
 - Informs MAI of decision

Additional Information

- [VetsWork Program Overview](#)
- [VetsWork Frequently Asked Questions](#)

Questions? Contact:

Erica Bingham

Program Manager

erica@mtadamsinstitute.org

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