Job Announcement
United States Forest Service – Deschutes National Forest
NEPA Planner Resource Assistant
1 Position – Sisters, OR
1 Position – Bend, OR
Please respond by 09/23/2022

Delivering Benefits to a Multicultural Public – Resource Assistant Program

The Northwest Youth Corps (NYC) in partnership with the United States Forest Service (USFS) Deschutes National Forest is advertising for two (2) NEPA Planner Resource Assistants (RAs). One position will be located on the Bend-Fort Rock Ranger District in Bend, OR and one position will be located on the Sisters Ranger District in Sisters, OR. This is a 7.5-month full-time work experience from approximately mid-October 2022 through May 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 candidates providing personnel and Human Resources HR needs during the placement.

NEPA is an acronym for the National Environmental Policy Act, and it requires agencies to undertake an assessment of the environmental effects of their proposed actions prior to making decisions. During project development and planning, typically a team of resource and NEPA specialists (called an interdisciplinary team) work together to complete the environmental analysis of the project effects. This RA position would support the NEPA specialist to help facilitate and document this environmental analysis process.

The Position
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 Assistants will support the Deschutes National Forest in natural resources planning and analysis. This is an immersive professional internship that requires a skillful and confident applicant who can manage a busy workload and learning opportunities with the support of permanent staff. This position would offer an estimated near GS-7/9 qualifications.

Position responsibilities will include:
• Assisting U.S. Forest Service NEPA specialists and actively engaging with NEPA planning processes for a variety of projects. Projects may include recreation, special uses, restoration, vegetation management, fuels, and other types of projects.
Writing, reviewing, and editing NEPA documents (e.g., categorical exclusions, environmental assessments, specialist reports, correspondence).

Learning about and applying applicable law (National Environmental Policy Act, National Forest Management Act), regulation (Code of Federal Regulations), and policy (Forest Service Manuals and Handbooks) to project planning.

Participating in interdisciplinary team meetings and fieldtrips.

Creating and maintaining project records.

Participating in public relations events and field trips.

Program Benefits

- $24,000 stipend, prorated monthly throughout internship
- $1,000 monthly housing allowance (total of $8,000)
- $2,750 for work-related training and professional development opportunities
- $50 monthly commuter allowance (total of $400)
- 60 hours of available PTO
- Health care coverage offered, workers compensation, and FICA/Medicare
- RA will have special United States Forest Service Direct Hire Authority upon completion of a minimum of 960 hours of service

Position Requirements:

- Ability to communicate effectively orally and in writing. Strong organizational skills. Ability to work independently and with others.
- Professional knowledge of basic principles, concepts and methodology of natural resources as would typically be acquired through a bachelor's degree program within the profession in which the work is to be performed, plus skill and knowledge gained through additional work experience, that provides the ability to perform recurring assignments independently.
- Familiarity with Natural Resources Planning and Environmental law compliance, including the National Environmental Policy Act (NEPA). Knowledge of Forest Service policies, procedures, and statutory requirements for multiple-use and sustained yield resource management.
- Familiarity with recreation, range, wildlife, soils, hydrology, minerals, engineering, and watershed management and their interrelationships and complementary and competing influences.
- Skill in using current desktop publishing software and equipment technology applicable to electronic and print publication procedures and word processing, including experience in Microsoft Office and Adobe software.
- Ability to gather and verify facts and to develop information that is clear and meaningful to the intended audience.
- Ability to review and/or edit reports prepared by others and to ensure that material conveys information that the writer intended, and that areas of misunderstanding or ambiguities are eliminated.
- Successful completion of a full 4-year course of study in an accredited college or university leading to a bachelor's or higher degree that included a major field of study in biological sciences, agriculture, natural resource management, chemistry, behavioral or social science, or related disciplines appropriate to the position.
- Valid state driver’s license and ability to operate a motor vehicle by the time of employment. Government vehicles are available for work-related travel, but Resource Assistants are responsible for travel to and from duty station.
- Successful completion of a background check.
• Applicants must be U.S. citizens or permanent residents over 19 years old.

**About the Deschutes National Forest**
The Deschutes National Forest encompasses 1.6 million acres ranging from the Cascade Mountains to the high desert. The Forest is one of 19 national forests in the Pacific Northwest Region. The Forest lands fall into Deschutes, Jefferson, Klamath, and Lake counties and has four wilderness areas as well as the Newberry National Volcanic Monument. The Forest, with its Supervisor’s Office in Bend, is composed of the Sisters, Crescent, and Bend/Ft. Rock Ranger Districts, and the Bend Seed Extractory.

The Deschutes also administers the Redmond Air Center, located 2 miles east of Redmond, Oregon. The Redmond Air Center serves as the base for smokejumpers, an Interagency Hotshot Crew, an air tanker base, the Regional Air Group, and the Regional Fire Cache.

The Deschutes has 94 family campgrounds, 6 group campgrounds, and other recreation sites. In addition, there are 13 resorts, marinas, and stores, and 283 summer homes under special use permit. Attractions including 215 lakes and reservoirs, 617 miles of streams provide fishing and boating, winter sports, and thousands of acres of magnificent scenery. Current recreation use places the Deschutes among the top five national forests in the nation as a place to visit.

Mt. Bachelor ski area is located on the National Forest 20 miles west of Bend. The ski area serves nearly a million people who recreate here each winter. Facilities are provided for both downhill and cross-country skiing.

Central Oregon is a fabulous place to live and is also increasingly expensive. Please research housing costs.

More information about the area can be found at:
• Bend, OR: [http://www.bendchamber.org](http://www.bendchamber.org)
• Sisters, OR: [https://www.sisterscountry.com/](https://www.sisterscountry.com/)

See also: [https://www.fs.usda.gov/main/deschutes/home](https://www.fs.usda.gov/main/deschutes/home)
Application Instructions

Application Deadline: 09/23/2022
Interviews: Will occur as qualified applications are received.
Type of position: Individual Placement
Service Dates: mid-October 2022 through May 2023
Length of Term: 1280 hours (approximately 7.5 months)

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 Job Listings - Northwest Youth Corps Jobs (workbrightats.com)

Please select “NEPA Planner Resource Assistant” when applying.

Please specify which internship position(s) you are applying for within your cover letter when applying, including if you are interested in being considered for the position(s) on the Bend-Fort Rock Ranger District (located in Bend, OR) AND/OR on the Sisters Ranger District (located in Sisters, OR).

Additional Information

If you have questions about the position, please reach Northwest Youth Corps Internship Program Coordinator Kate Sanders at kates@nwyouthcorps.org, 541-239-7122 or Deschutes National Forest Environmental Coordinator Sasha Bertel at sasha.bertel@usda.gov, 541-383-5563.

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