Position Description:
As a basic trainee, the incumbent performs developmental assignments in support of the Public Affairs program located on a Forest Service unit. Assignments are designed to provide training in the public affairs functions for which the unit is responsible. The hired intern will receive formal and on-the-job training in planning, organizing, and executing information, external relations, public involvement, and environmental education activities on the unit, to develop experience in various phases of public affairs.

This position is offered through the Forest Service Resource Assistant Program (RAP). RAP interns will be required to attend a week-long training in Denver, CO upon hiring. RAP interns will gain valuable on-the-job training, be immersed in the Forest Service culture, and have access to valuable workforce development opportunities. To learn more about this program, please visit:

- USFS Resource Assistants Program
- USFS Outside

Term Length:
May 18, 2020 – November 20, 2020
Selected RA is required to serve a minimum of 960 Hours.

Assignments for this intern during their entire experience include:

- Utilizing social media to convey project success or general information about what is happening on the unit.
- Assist higher-graded specialists in projects of limited difficulty to become familiar with laws, policies, and regulations in the targeted specialized series.
- Under close supervision prepares information releases for the press, radio, schools concerning the mission, programs, and activities of the Forest Service.
- Drafts pamphlets, brochures, booklets, etc., and as directed, arranges for printing.
• Prepares audio-visual programs, according to instructions, for both specific presentations and for broad repeated use.

• Using a variety of communications methods and techniques (i.e., written, oral, visual and personal), the Public Affairs Specialist should utilize the appropriate communication method for interacting with internal and external contacts while incorporating situational analysis, target audience identification, media and message strategies, and evaluation of effectiveness and costs.

Qualifications:
• Ability to use communications methods and techniques (i.e., written, oral, visual and personal) to convey approved information to the public, internal/external contacts, and cooperators. Ability to learn the organization's operations and functions sufficient to communicate accurate information.
• Ability to communicate information through visual means sufficient to perform developmental assignments which may include illustrations, photography, and presentations.
• Ability to gather, evaluate, and interpret information to identify potential problems, arrive at valid conclusions and offer meaningful recommendations and/or resolutions to well precedent, well defined assignments.
• Ability to deal with others in a work relationship to present information orally and to accomplish a given purpose.
• Ability to communicate effectively, both orally and in writing; and plan and organize work, and meet deadlines.

Program Benefits
• NYC will provide RA a total stipend of $12,000, prorated monthly, along with health care coverage, workers' compensation and FICA.
• Travel and training funds of $5000 are available to the hired RA.
• Upon verification of 960 hours of service, RA will be issued a Noncompetitive Hiring Authority and Direct Hire Authority, which can be used to apply for vacancies.
• Government housing is limited but may be available.

Position Requirements
• A desire to serve and promote public land stewardship and an ethic of service.
• Communicate and interact in a positive, professional manner with various populations such as: project partner(s), colleagues, community volunteers, youth and the general public.
• A commitment to the goals of the U.S. Forest Service.
• A cooperative manner and the ability to serve as part of a team.
• The ability to work independently.
• A willingness to ask questions for clarification and job completion.
• Work a flexible schedule, including some evenings and weekends.
• Ability to commit to the full term of service.
• U.S. citizen, national or lawful permanent resident.
• Possession of a college degree, or near completion.
• Regular and reliable attendance and dependability.

About the Payette National Forest
The Payette National Forest contains some of Idaho’s most beautiful and diverse country. Located north of Boise in west-central Idaho, the 2.3 million acre forest extends 100 miles west to east, from Hells Canyon to the Middle Fork of the Salmon River in the Frank Church River of No Return Wilderness. The forest stretches 70 miles between the Main Salmon River to the north and the Weiser River to the south. There are five Ranger Districts, approximately 200 permanent employees, and over 150 temporary seasonal employees during the summer field season. The current Forest priorities are:

• **Landscape Restoration** focusing on working with collaborative groups to accomplish landscape-scale restoration in the Weiser River and Little Salmon watersheds, which will improve watershed function, habitat for wildlife, recreational opportunities, and reduce hazardous fuels, as well as provide local employment through stewardship contracting.

• **Recreation Management** supporting developed and dispersed recreation opportunities during both summer and winter seasons across the Forest, stewardship of the Payette’s portion of the Frank Church River of No Return Wilderness, and providing outstanding public service.

• **Rangeland Management** managing for sustainable rangeland resources such as soil, water and native vegetation while administering livestock grazing permits and monitoring to maintain separation between domestic sheep and bighorn sheep during the grazing season.

• **Minerals Management** of significant minerals projects and the numerous smaller minerals development projects.

• **Wildland Fire Preparedness** including training and preparedness to manage wildland fire incidents on the Forest and across the country.

We hope you will consider the Payette National Forest as your future home for career and recreation. More information on the Payette National Forest is available at: [www.fs.usda.gov/payette](http://www.fs.usda.gov/payette).

Application Instructions

Application Deadline: April 17, 2020
Interviews: Will occur as qualified applications are received.
How to apply:

Please apply at [https://idahocc.org/interns](https://idahocc.org/interns) by scrolling to the Application Form and selecting “ICC – Payette”.

For questions or concerns, please reach out to:

Javier Luna
Internship Program Officer
Northwest Youth Corps
Idaho Conservation Corps
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