



## Position Description

Position Title	Integrated Resource Technician (4 positions)
Partner Organization	Shawnee National Forest
Website	<a href="http://www.fs.usda.gov/r09/shawnee">www.fs.usda.gov/r09/shawnee</a>
Location	50 HWY 145 S. Harrisburg, IL 62946
Internship Dates	May 11, 2026 - March 19, 2027 (45-week position)

## Position Summary

In partnership with the Mt. Adams Institute (MAI), the Shawnee National Forest will host four VetsWork Interns to work as Integrated Resource Technicians. Interns will support the implementation of projects across all functional areas including recreation, timber, engineering, public affairs, and fire. The position provides exposure to a broad range of roles on the Forest while allowing for maximum impact to Forest projects and priorities. The Intern will operate both independently and as a member of a team, serving alongside experienced professionals in a variety of situations. While the position will have assigned duties, the intent is to allow the individual to pursue experience and qualifications that best match their professional and personal interests. The position is primarily field based, with some office duties included.

## Essential Functions

To include, but not limited to:

- Maintain non-motorized trails by removing logs and brush, installing drainage structures, and maintaining tread.
- Maintain developed recreation areas by installing signs, painting facilities, cleaning campsites, mowing and trimming grass, cleaning facilities, and other maintenance duties.
- Execute road and facility maintenance, inspection, and condition surveys.
- Assist the timber program with boundary layout, timber marking for timber cutting and sale, timber cruises, and sample surveys to estimate quality and quantity of timber.
- Collect field data to support a variety of vegetation management projects (botany, timber., invasive species).
- Operate Forest Service computer systems and programs to collect, analyze, compile data and produce reports.
- Engage with the wildland fire program to understand basic fire techniques and procedures. Participate in training, prescribed fire, and suppression.
- Promote responsible public land stewardship through informational visitor contacts.
- Supporting public outreach and education events (Kids Fishing Derby, career fairs, staff booths, etc.)
- Support volunteer groups and potentially serve as crew lead for Youth Conservation Corps (YCC) crew.
- Support other functional areas such as Wildlife Biology, Archaeology, and Fire Management.
- Complete all MAI trainings and internship requirements.
- Complete and submit all necessary paperwork and reports in a timely manner.

## Position Requirements

- Must be a military veteran (have served in the active military, naval, air, or space service) and have a DD214 with an honorable discharge or general under honorable on case-by-case basis after further review.
- Must have a valid driver's license, clean driving record, and ability to provide documentation when requested.

- Between the ages of 18-30 years (up to 35 for military veterans), at the start of the program.
- A U.S. citizen, U.S. permanent resident, or a non-citizen with specific authorization to work in the U.S.
- Ability to commit to the full length of the internship.
- Physically able and willing to participate in field-going activities regularly in varied weather conditions.
- Ability to hike at least 5 miles carrying at least 15 pounds of gear.
- Willingness to obtain First Aid/CPR certification. Training will be provided if not currently certified.
- Ability to utilize tools such as shovels, rakes, Pulaski's, weed-eaters, and mowers.
- Some evenings and Saturdays throughout the main recreation season will be required.
- Passion for outdoor recreation, and a willingness to learn and grow professionally.
- Desire to serve the public independently and as a team.
- Attend MAI program orientation, MAI trainings, and other required MAI meetings.
- Selection, placement, and retention are contingent upon passing a criminal history check.
- Must follow all health and safety policies and procedures, including any changes that are implemented throughout the course of the internship.

## Preferred Qualifications

- Experience serving in a team-oriented capacity, preferably in a leadership role.
- Basic knowledge of land management practices.
- Motivated and able to work independently or with a team.
- Experience operating ATVs, UTVs, chainsaws and power tools desired.
- Experience gathering information in a field setting using either written methods or a tablet device.

## Benefits

- \$24,750 stipend for 45 weeks; \$550 weekly (before taxes).
- Observance of federal holidays (site-specific).
- Housing allowance (see information below).
- Professional development, trainings, and networking opportunities.
- Certifications in First Aid/CPR/AED, with the potential to be certified with a Red Card fire qualification.
- Live and work in a beautiful setting with many opportunities for outdoor recreation.

## Housing

- A \$750 per month housing stipend is provided. This payment is deposited monthly and is taxable.
- Forest Service bunkhousing may be available to rent:
  - Dormitory style bunkhouse with shared common spaces. The bunkhouse is fully furnished with free laundry. View photos of bunkhouse [here](#).
  - Pets, firearms, alcohol, and drugs (including marijuana) are prohibited in the bunkhouse. Under federal law, marijuana & cannabis products are still classified as a controlled substance. Even though it may be legal in certain states, it is illegal on Federal lands, including campgrounds, buildings, and other facilities.

## Transportation Information

- Intern is responsible for travel to and from the office.
- Agency vehicles are available for work-related travel.
- The office is not accessible by public transportation.

## Other Considerations

- Most cell phone carriers work well in the area, but Verizon has the best coverage.
- The nearest town to the bunkhouse with access to grocery stores, post office, library, etc is 25 miles away.
- The Shawnee National Forest includes over 280,000 acres of National Forest System land and is the single largest publicly owned body of land in the State of Illinois. The Forest has 7 Wilderness Areas, 4 National Natural Landmarks, 4 heritage resource sites on the National Register of Historic Places, 2 National Scenic Byways, 80

designated Natural Areas: 10 of those designated as Research Natural Areas, 56 ecological areas, 14 botanical areas, 3 geological areas, and 7 zoological areas.

## 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.

MAI VetsWork is a career development internship for military veterans interested in the natural resources management, public lands, and environment sector. VetsWork interns 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), and environmental nonprofits.

## Equal Opportunity Employer

MAI celebrates equity, diversity, and inclusiveness and does not discriminate against any person or group based on race, ethnicity, culture, age, gender, sexual orientation, expression, gender identity, ability, national origin or ancestry, veteran status, social economic class, religion, professional status, pregnancy, or parents/guardians with children. MAI is committed to a diverse workplace and 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.

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## How To Apply

Submit the following to Erica Keleher at [erica@mtadamsinstitute.org](mailto:erica@mtadamsinstitute.org):

- **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 for more than one position, submit a cover letter for each position you are applying for (3 maximum).
- **Resume**
- **Three Professional References** (former supervisors, mentors, colleagues, etc. - military, civilian, or academic. Do not include family members.
  - 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 Keleher

MAI Program Manager

[erica@mtadamsinstitute.org](mailto:erica@mtadamsinstitute.org)

[mtadamsinstitute.org](http://mtadamsinstitute.org)