



POSITION DESCRIPTION

Winter 2023

NPS UNIT: Water Resources Division

Position #: 1277

Position Title: Natural Resource Management Assistant

Number of positions available: 1

Primary natural resource discipline: Biological Sciences

Position Keywords: invasive species, aquatic, management, ecology

Location: Fort Collins, Colorado

Can this position be fully remote: Yes

POSITION DESCRIPTION AND WORK PRODUCTS

Project Description: Aquatic invasive species (AIS) are species that are not native to an ecosystem and whose introduction causes or is likely to cause economic or environmental harm or harm to human health. The Water Resources Branch and the Biological Resources Branch, in partnership with NPS Regional Offices, are currently working together to assemble Individual Species Strategies which are comprehensive summary documents that contain species-specific information that parks need to manage individual invasive species. These Species Strategies will work in conjunction with an Invasive Species project “toolkit” which contains all of resources needed for parks to best manage invasive species, located in one place so that parks can easily find all of the information they need.

The intern will have several responsibilities, all of which will provide essential information for invasive species management to parks. The intern will play a vital role in this project by researching individual AIS, assembling information on best management practices, and developing comprehensive summaries on each species. Each summary will include information on identification (and common look-alikes), phenology, and control methods and control timing. The summary pages will be posted on the internal Invasive Species website in an online library so that park management and staff can easily find and access this information.

The intern will also be responsible for updating the online Pest and Invasive Species Project Toolkit web pages. These updates will ensure that the Toolkit includes the most recent and accurate information and resources, and the intern will add links to new resources as they become available and as needed.

Lastly, the intern may assist with the development of a response program and resources, that may include an AIS pilot rapid response strike team.

Work Products: Deliverables include comprehensive summary documents on individual AIS. Each document will include relevant information on identification (and common look-alikes) including pictures, phenology, eDNA, control methods and control timing, and a list of references where readers can go for additional information.

NATURAL & PHYSICAL WORK ENVIRONMENT

The work environment is primarily an office setting and can require long periods of sitting. This internship is based in the NPS office located in Fort Collins, Colorado, though interns will have the option to work remotely. The office is located in the foothills of the Rocky Mountains and sits at an altitude of approximately 5,000 feet. The weather in Fort Collins is generally mild in the spring and hot/dry in the summer. There is great access to hiking, biking, fishing, and other outdoor activities, although a car may be needed to enjoy some of these activities. It is considered a bike-friendly community, with miles of bike trails throughout the city. Because Fort Collins is a college town, there are many great restaurants and breweries to explore, and plenty of grocery stores and shopping opportunities. The nearest airport is located in Denver, which is a little over an hour away.

QUALIFICATIONS



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The ideal candidate will be an upper level undergraduate or graduate student with working knowledge of MS Word and MS Excel. Proven experience navigating the internet and conducting online research is required. The candidate should have a strong interest in aquatic ecology and must be able to effectively communicate orally and in writing, with strong interpersonal skills. The candidate must be self-motivated with the ability to work well both independently and as part of a team. Knowledge of aquatic ecology and an understanding of invasive species is preferred but not required.

The applicant must be a U.S. citizen or U.S. permanent legal resident (“green-card-holder”). Prior to starting this position, a government security background clearance will be required.

VEHICLE AND DRIVER LICENSE REQUIREMENTS

Applicant will not need to drive a government vehicle.

A personal vehicle is recommended for this position.

If the SIP is required to drive a park vehicle for their position, Stewards will perform a driving records search, and the SIP’s ability to drive a park vehicle during work hours will be contingent upon the results. SIPs will have to have had their license for 3 years or be over the age of 21 to be insured as drivers under Stewards insurance policy. Examples of things that will preclude a SIP from driving a park vehicle include: SIP under the age of 21 years old that has been licensed less than three years, DUIs, multiple moving vehicle violations, suspended or revoked license, or three or more accidents (regardless of fault) in the last 3 years. If the driver’s search is favorable, Stewards will provide driver’s liability insurance while the intern is driving a NPS vehicle for their SIP position. If the SIP is denied coverage by Stewards, they will not be permitted to drive during work hours.

HOUSING

Park housing is NOT available. The intern will be responsible for finding housing in the nearby area. Nearby housing options in Fort Collins and the surrounding towns include both apartments and room rentals. Rent costs start at around \$700/month for a room in a shared house and vary depending on furnishings, amenities, and location. Because Fort Collins is home to both Colorado State University and Front Range Community College, there may be sublet options available. Two web sites that list available rentals are FortCollins.Craigslist.org and Zillow.com.

INTERNSHIP DATES

Start Date: 10/02/2022

Number of Weeks: 36

Flexible Start Date: Yes

LIVING ALLOWANCE

36 Weeks (\$580.00/week = \$20880.00)

RELOCATION ALLOWANCE

350.00

AMERICORPS PROGRAM



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AmeriCorps

AmeriCorps is a program that engages individuals in intensive community service work with the goal of “helping others and meeting critical needs in the community”. The SIP Program is supported through AmeriCorps by providing a Segal Education Award in addition to the SIP’s living stipend and relocation allowance.

Upon successful completion of the SIP position, the SIPs (AmeriCorps members) are eligible for a \$1,638 - \$6,195 pre-tax education award that can be used for paying back student loans or for continuing their education. The amount of the education award is based on the length of the position.

AmeriCorps limits the number of terms an individual can serve to 4 terms. If an applicant has previously completed 4 SIP or other AmeriCorps positions, they will not be eligible to apply for an additional SIP position.

Partners

This position is offered through the National Park Service's Scientists in Parks (SIP) Program in partnership with various organizations.

