



The U.S. Forest Service (USFS) and Salish Kootenai College (SKC) are collaborating to implement the Forest Service's Resource Assistant Program (RAP), an internship experience for individuals interested in natural and cultural resource careers. The SKC partnership will provide opportunities for Resource Assistants (RAs) to carry out research or resource protection activities on behalf of the USFS. SKC was specifically selected as a partner to engage students in the RAP from 1994 Land Grant institutions, aka Tribal Colleges & Universities (TCUs).

Selected Resource Assistants are motivated and capable individuals who work on Forest and Grassland units and projects through a partner organization to support USFS mission critical work in a developmental capacity. RAs are employed by a partner organization (such as SKC) but work on USFS units or projects under the supervision of agency staff. RAs can be placed in any of the four USFS deputy areas: National Forest System; State and Private Forestry; Research and Development; and Business Operations.

The Resource Assistants Program is a rigorous, immersive work and learning internship for U.S. citizens or permanent residents, age 17 and up. The RAP is part of the 21st Century Conservation Service Corps. Recruitment outreach preference is given to current students especially from minority serving institutions, recent graduates and underrepresented populations. After completing a minimum of 960 hours of satisfactory work on a qualifying USFS project and acquiring a minimum of an Associate degree, Resource Assistants are eligible for a special hiring eligibility certificate which allows them to apply to permanent positions open to Forest Service employees and others with special hiring authorities for up to two years. This hiring eligibility does not provide a candidate an entitlement to federal employment or enable a candidate to be selected without responding to and qualifying for a posted announcement on USAJOBS.

Units selected to host a Resource Assistant must be able to demonstrate capacity and capability to provide a challenging work experience that is comparable to at least a GS-04 level for a minimum of 960 hours. The USFS selected unit will be required to clearly define a program of work for the RA and adhere to the minimum standards and requirements of the RAP such as (1) developing a job description, (2) participating in the selection process of candidates provided by the partner organization, (3) ensuring the selected RA has access to USFS systems, (4) providing quality supervision and coaching, and (5) identifying and supporting training and developmental experiences for the selected RA. See attached Fact Sheet.

These positions are fully funded by the Washington Office for a minimum 960 hour term of service. Be advised that the RA need not complete the minimum 960 hours consecutively. Selected units may need to provide additional funding for housing assistance, specialized travel and training, or other costs in support of the proposed plan of work for the position. Any selected unit that wishes to extend an intern beyond the 960 hour work commitment will be responsible for providing additional funding.

If your unit is interested in hosting a Resource Assistant, please submit a brief statement of interest limited to one page that is responsive to the criteria listed below.

- Include a clear statement of work and duties for an RA
- The location of the RA
- Define the supervision and coaching support to be provided to the Resource Assistant and by whom
- Identify all special needs, skills or abilities for the position
- How the unit will benefit from the engagement of an RA
- Whether or not housing will be provided or augmented by the unit if a selected candidate is not local

Questions about this partnership can be directed to: Serra Hoagland sjhoagland@fs.fed.us; Adrian Leighton adrian_leighton@skc.edu or Nicole Stiffarm nicole_stiffarm@skc.edu



The Resource Assistants Program connects motivated individuals to the **United States Forest Service** to launch careers that sustain the health, diversity, and productivity of our nation's forests and grasslands.

Program Overview

The **United States Forest Service Resource Assistants Program** is a rigorous, immersive paid internship providing developmental and training opportunities for eligible individuals interested in learning more about Forest Service careers. Resource Assistants work under the supervision and coaching of Forest Service staff to complete mission-critical work that demonstrates leadership, critical thinking, and strategic communication. Resource Assistants must complete a minimum 960-hour term of service and may serve no more than 3,500 hours over a two year period.

(16 U.S. Code Chapter 37, Subchapter II - RESOURCE ASSISTANTS Code & 1725)



Who is eligible?

- US citizens or permanent residents
- Ages 17 and up
- Motivated individuals interested in applying their academic and professional knowledge, skills and abilities to agency work
- Preference is given to students enrolled in or graduates of institutions of higher education, especially minority-serving institutions

Ready to apply?

Resource Assistants are recruited by partner organizations seeking candidates for specific Forest Service opportunities. Positions are available across the US.



Contribute to mission-critical natural, cultural and heritage resource priorities



Paid weekly stipend

* Housing stipend may be available



Training and travel allowance



Connect to FS network of staff, partners, and stakeholders



Complete a minimum of 960 hours and at least an Associate degree



May gain 2-year hiring eligibility to apply for qualifying permanent Forest Service positions

