



AMERICAN CONSERVATION EXPERIENCE



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Build Up Technical Internship Program Member- Planning Project Assistant

Summary

American Conservation Experience, a nonprofit Conservation Corps, in partnership with the National Park Service is seeking **one member** to contribute to Planning Division projects alongside National Park Service staff in the Denver Service Center.

This position is part of the Build Up Technical Internship Program facilitated by the Historic Preservation Training Center. The Build Up Technical Internship Program is working to expand and diversify the National Park Service workforce while addressing critical maintenance needs by providing professional experiences in technical fields to students and recent graduates.

For more information about ACE, please visit: www.usaconservation.org.

For more information about the Build Up Technical Internship Program, please visit: <https://www.nps.gov/orgs/1098/build-up-internship.htm>

Position Overview: The Denver Service Center (DSC) serves NPS as the central planning, design, and construction project management office. The DSC works with parks and regional staff to meet the unique needs of every location in the National Park system.

Serving as a project assistant, the intern will acquire a working knowledge and understanding of the National Park Service organization and its role in protected areas management. The goal would be to provide the selected applicant opportunities to support three to four planning projects and to partner/collaborate with planning teams throughout their internship. The intern will have opportunities to facilitate and document conversations with park staff to develop strategies towards more effectively and strategically managing park resources. This work may involve traveling to individual park units for site visits, meetings, and workshops. Results from workshops are documented into a formal plan and workshop report. The work is fast paced and often involves competing deadlines and high standards for work products. Through this opportunity the intern will develop professional-level facilitation, writing, communication, critical thinking, and time management skills. The intern's primary duties would be to support a variety of plans and initiatives targeted to resolve management challenges inherent to the NPS mission of protecting resources and providing for visitor enjoyment. Projects facilitated through the Denver Service Center include a diverse range of visitor and resource management activities - and are often conducted with participation from other federal, state, and local agencies,

tribes, special interest groups, and the general public. Through facilitating workshops with park staff and stakeholders, lending expertise from their specific natural resource discipline, and helping parks articulate management actions through plans and reports, the intern will be contributing directly to helping parks meet the NPS mission.

This individual placement is meant to facilitate professional development and promotes exposure to land management agencies and networking with professionals. This could include gaining experience in different conservation fields and shadowing different work groups.

Location Details/Description: Remote, Planning Division, Denver Service Center

For more information about the Denver Service Center, please visit <https://www.nps.gov/orgs/1804/index.htm>

Start Date: June 12, 2023 (dates flexible for the right candidate)

Estimated End Date: September 15, 2023

a 14-week commitment is required

term may be eligible for extension based on member availability and division funding

Schedule: Monday-Friday, 8:00am - 5:00pm

Position Benefits

Living Allowance: The ACE Member is expected to contribute ~40 hours/week and will receive a living allowance of \$1000/wk to offset the costs of food and incidental expenses, dispersed bi-weekly.

Housing: Housing is the responsibility of the member and not provided by ACE or NPS.

Provided Training/Orientation: ACE members will receive position specific training and an orientation outlining ACE policies and procedures, clear guidance on prohibited activities, and networks for support.

Qualifications

Required:

- Members must be a U.S. citizen or Permanent Resident, as required by U.S. government contracts
- Willing and able to represent ACE and the partner organization in a professional, positive, and enthusiastic manner.
- Ability to be both self-directed/work alone, and be a positive, contributing member of a group.
- A current and valid form of ID (will be required to provide copies of ID's upon hiring)
- Willing to undergo and must pass the required two-part criminal history check.
- Ability to perform the essential duties of the position with or without reasonable accommodation.

- ACE Members will need to complete bi-weekly timesheets, beginning of term feedback forms, end of term evaluations and for longer terms, a mid-term evaluation.
- Member may not participate in any prohibited activities as listed in the Member Service Agreement.

Preferred:

- Competitive applicants for this position can hold or be pursuing a minimum of a Bachelor's degree and/or have relevant experience in subject areas such natural resources, planning/urban planning, or related fields
- Knowledge of environmental issues, environmental policy
- Ability and willingness to communicate with key stakeholders
- Deep interest in the preservation of National Park Units and public lands

To Apply: Please submit your resume, a cover letter demonstrating your interest and experience, and contact information for three professional/academic references to the online application page for this position here: <https://usaconservation.applicantpool.com/jobs/>. Early consideration will be given as resumes are received. This position may close at any time. If you have any questions regarding this position please feel free to contact ACE EPIC Member Coordinator, Bianca Wahkinney at bwahkinney@usaconservation.org.

EEO: American Conservation Experience provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, American Conservation Experience complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities.