



Position Description

Sierra Corps Forestry Fellowship

Position Title: Forestry Instructional Support Specialist

Host Site: Columbia College, Sierra Forestry Corps Program

Site Supervisor: Brandon Price / Thomas Hofstra

Term: Full Term Fellow, 1920 hours (approximately 11 months at 40 hours/week)

Position Location: Sonora, CA

Sierra Corps Forestry Fellowship Program Background:

Sierra Corps is a Forestry Fellowship program implemented by the Sierra Nevada Alliance that aims to increase workforce capacity for forest health restoration, biomass utilization, and wildfire resilience projects in the Sierra Nevada. The Alliance places Fellows with partners throughout the region for forest-health related employment. Fellows bring their education, skills, and expertise to engage in fellowships that provide assistance in assessment, planning, permitting, project management, and other essential forest restoration and wildfire resilience work. The Sierra Corps is a program that allows you to advance your career in environmental conservation, developing skills in project management and contributing to the increase in pace and scale of forest restoration at a time when it is critically needed.

For this position, you will be a Fellow for Sierra Nevada Alliance, completing your fellowship and working under direct supervision by Columbia College.

Compensations and Benefits:

- \$26/hr, full-time
- Employer-provided Health Insurance, paid holidays, vacation, and sick leave as identified in the Sierra Nevada Alliance Employee Handbook
- A total of \$3,650.00 stipend to be used during the Fellowship term, itemized as follows:
 - \$1250 travel stipend
 - \$500 supplies stipend
 - \$500 equipment stipend
 - \$1400 training stipend

Time Commitment:

Fellows are required to complete project specific work and professional development activities and trainings over 1920 hours (approximately 11 months, working 40 hours/week). All Fellows are required to commit to the full term of their Fellowship position. Paid holidays, accrued vacation, and sick leave are also included in this time commitment. The position starts in

January 2024 and will conclude upon completion of 1920 hours, approximately December.
Position begins mid- to late- January 2024.

Host Site Description:

Greater Sierra Forestry Corps is a partnership of private industry, workforce agencies, community colleges, organized labor, and environmental organizations committed to bringing additional resources to train new workers to deal with the ever-growing problem of dead and dying trees in the Greater Sierras. Partners include Mother Lode Job Training, Columbia College, Sierra Resource Management, Yosemite Adult School, CalFIRE Local 2881, National Federation of Federal Employees: Forest Service Council 2995, Associated California Loggers, Sierra Pacific Industries, TuCare, Tuolumne River Trust, Yosemite Stanislaus Solutions, Sierra Resource Conservation District.

The Greater Sierra Forestry Corps addresses critical community needs including fire prevention / fire fuels reduction, wildland firefighting, and heavy equipment training. The program currently prepares students with basic firefighting and conservation entry-level skills with several Industry Certifications, hands-on activities, and theory based on the National Wildland Coordinating Group (NWCG) Curriculum. Classroom instruction, demonstration, and hands-on field application are given in basic firefighting, standards for survival, engine, and pump operations, backfiring methods and equipment use, chainsaw operations, map and compass use, air operations, basic hand tool sharpening and use, fire line construction, and forest conservation. Participants will receive over 300 hours of paid work experience in the first semester and campus housing.

Position Description:

The Forestry Instructional Support Specialist Fellow will be placed at Columbia College to aid in implementation of the Greater Sierra Forestry Corps Program. This position will plan, coordinate, and perform advanced and complex coordination work in support of the Forestry Corps Program. The fellow will operate and maintain specialized equipment related to the assigned instructional areas (such as chainsaws, drip torches, etc.); monitor and ensure the safety of student activities, perform complex technical administrative support tasks for faculty and other program staff; and perform related work as assigned. This position will provide advanced instructional and administrative support in technically complex settings and frequently serve as lead workers over multiple complex areas in such settings.

Responsibilities:

Planning and Implementation of Field Exercises (50%)

- Coordinating and implementing complex instructional exercises such as prescribed burns, meadow restoration, etc.
- Preparing complex and specialized field equipment utilized in fire fuels reduction and wildland firefighting
- Set up, disassemble, clean or replace apparatus and instructional materials used in activities and demonstrations
- Ensures that assigned learning environments are maintained in a safe condition; calibrates and performs minor repairs on equipment; monitors the cleaning and organizing of materials; monitors the safety and security of equipment.

Instruction and Mentorship (20%)

- Instructs and/or tutors individual students and small groups to reinforce and follow up on learning activities; monitors and assists students in drills, practices and study activities as a follow up what was presented during regular classes.
- Develops, explains and demonstrates specialized and complex learning exercises and instructional materials; consults with faculty as needed to develop lesson plans.

Project Administration (15%)

- Assists in the development of field equipment / supply budgets.
- Maintains records of materials ordered, issued, used and returned and prepares related reports; maintains inventories to ensure that adequate quantities are available for timely instructional use
- Ensures that equipment is stored appropriately and safely.
- Assists in the development of field equipment / supply budgets.
- Reports student progress toward the accomplishment of learning objectives.
- Posts information to a computerized and/or manual management information storage and retrieval systems; retrieves and compiles information and prepares complex clerical forms, reports and

Professional Development and Sierra Nevada Alliance (15%)

- The Fellow will have an average of approximately four hours per week to plan and participate in professional development opportunities that align with their goals as well as directly support their success at their host site. If there are professional development opportunities that are longer than 4 hours, the excess time will be subtracted during another week. One full workday per month (8 consecutive hours) to attend to Sierra Corps responsibilities, including our monthly meeting and a Fellow(s) respective professional development. These will most likely be scheduled as the last Wednesday of each month. The Fellow will develop monthly reports, and participate in monthly fellow meetings and check-ins with Sierra Nevada Alliance supervisors. They will also plan and budget their use of professional development stipend and complete timesheets.

Required Qualifications:

- Two years of experience in the field of natural resource management, project management, conservation, and/or forest health monitoring and assessment.
- Ability to think creatively, problem solve, and a willingness to find innovative solutions.
- Strong desire to work in a forest health related career, ideally in the Sierra.
- Proficiency with Outlook, Excel, and Word.
- Must possess a valid driver's license, and a reasonably clean driving record to operate a work vehicle.
- Methods and techniques of student instruction and tutoring.
- Principles and practices of supervision and leadership.
- Proper English usage, spelling, grammar and punctuation.
- Appropriate and effective communication and listening skills.

- Work with students from a wide range of cultural backgrounds, ages and academic abilities.
- Explain and ensure adherence to laboratory and program procedures, goals and objectives.
- Establish and maintain effective working relationships with those contacted in the course of work

Location and Working Conditions:

The Forestry Instructional Support Specialist Fellow will be working out of Sonora, CA. Work is often performed in an outdoor setting including forested areas, meadows, lakes, rivers, etc.

Columbia College: www.gocolumbia.edu

Sierra Nevada Alliance Website: www.sierranevadaalliance.org

Sierra Corps Website: www.sierranevadaalliance.org/sierra-corps-forestry-fellowship-program/

To apply:

Please send a letter of interest and CV/resume to the SNA Forestry Program Director, Taylor Parker, PhD at: Taylor@SierraNevadaAlliance.org. Applications will be reviewed as soon as possible, and will continue until positions are filled. The ideal start date for this position is mid to late January 2024.