



**Position Title:** Sylvania Wilderness Entry Station Assistant

**Position Service Site:** Ottawa National Forest Sylvania Wilderness Entry Station

**Service Time:** June 2 – August 22, 2025 (450 hours total, 40 Hours/Week)

**Benefits:** Living stipend total for the whole term = \$6,000 (\$500 per week) Education Award of approximately \$1,900 upon successful completion of service. To find out more about the Award, <https://americorps.gov/members-volunteers/segal-ameriCorps-education-award/find-out-more>. Housing is available.

**Requirements:** Valid Driver's license

**Recommended:** Personal Vehicle

**LOCATION OVERVIEW:** The nearly one million-acre Ottawa National Forest is in the Western Upper Peninsula of Michigan, known for its remote character, picturesque lakes and streams, vast northern hardwood forests, and abundant wildlife. Ottawa offers numerous recreational opportunities, including stream and lake fishing (blue-ribbon trout streams), deer and small-game hunting, canoeing, kayaking, mountain biking, hiking, birding, and cross-country and downhill skiing.

The half million acres that make up the southern portion of Ottawa contains numerous glacial lakes home to bald eagles, ospreys, loons, smallmouth and largemouth bass, walleye, northern pike, and other native fish and wildlife species. Some of the highest-quality streams and rivers in the Midwest are also found in Ottawa, with several now designated as Federal Wild, Scenic, or Recreational Rivers. Rivers on the Forest drain into both Lake Michigan and Lake Superior watersheds, with several of the Lake Superior streams having numerous waterfalls. Three designated Wilderness areas on Ottawa, Sylvania, McCormick and Sturgeon River Gorge exist.

**SERVICE DESCRIPTION:** Ottawa National Forest Sylvania Entry Station Assistant will perform various work supporting the recreation program based in Watersmeet, MI. This position is primarily responsible for providing visitor information about Clark Lake and Sylvania Wilderness. In addition, it will instruct users about wilderness laws and help coordinate responses to inquiries about recreation facilities, user permits, points of interest, and related activities.

Team members may also periodically rotate into the recreation and Wilderness Crew, performing maintenance tasks at developed and dispersed recreation sites. Maintaining and restoring sites that visitors use for recreational purposes helps to prevent resource damage and minimize impact on the land. Maintenance of facilities is necessary to reduce sanitation impacts throughout the forest. Members will educate visitors on Leave No Trace principles that reduce adverse effects on the Ottawa National Forest. Opportunities to participate in and develop interpretive programs may be part of this position.

- Providing visitor education and interpretation in front-country and backcountry Wilderness settings.
- Collecting data
- The person selected for this position may take part in an overnight trip and can involve complex portage and campsite projects. The primary mode of travel is by canoe and foot. Principal duties include backcountry maintenance using crosscut saws and axes as part of the standard toolkit for designated wilderness campsites, portage, and hiking trails. The incumbents will also conduct monitoring and inventory work to support Forest Plan objectives.

Duties include operating hand tools, mowers, weed whips, and various power tools. In addition, this position may assist with data input and collect data out in the field utilizing a tablet or GPS unit. Work is performed in a small crew setting. Work will be performed outdoors and at an office.

The Wilderness Entry Station Assistant will be trained/certified in:

- Cross Cut Saw certification
- First Aid and CPR
- ATV/UTV certification
- Defensive Driving
- Radio/SPOT device
- Avenza

#### RESPONSIBILITIES:

- Assist Sylvania Wilderness Entry Station visitors by providing them with information about specific recreation opportunities and activities, such as those at particular sites
- Monitor the condition and use of trails, portages, and Wilderness campsites, perform maintenance to standards, and report issues
- Monitor wilderness areas for use, and maintenance needs, and report issues
- Inform visitors of rules and/or regulations
- Monitor Campgrounds, Day Use Areas, and other recreation use areas and report and correct safety issues
- Conduct site monitoring visits for compliance with recreation/ Wilderness area rules and regulations, campfires, sanitation, and use of camping sites. Reports violations to mentor
- Member uses initiative in carrying out recurring assignments independently. Detailed instructions are provided for new assignments. Unfamiliar situations or technical deviations from established practices are referred to a mentor for guidance or resolution
- Periodically rotate onto the Watersmeet Recreation crew to perform and monitor day-to-day recreation maintenance, clean-up, and simple construction projects for sites, reporting issues. Day-to-day maintenance includes:
  - Mowing, trimming, and debris pick-up
  - Cleaning and maintaining fire rings, campsites, bathrooms, beaches, and other facilities
  - Assisting with assisting the public with questions related to camping and recreation opportunities in the district
  - Helping to plow recreation sites in winter

**HOUSING: If housing is available,** Members should be prepared to live in communal housing with other program/organization/agency members. Members should expect to have roommates and must inform staff of any housing preferences or required accommodation.

#### QUALIFICATIONS:

- Minimum age requirement is 18 years old
- Ability to work independently
- Excellent communication skills
- Understanding of or willingness to learn various conservation practices
- Passionate about outdoor recreation
- Possess a valid driver's license
- Physical demands and service environment regularly require the service member to be outdoors in wooded areas and on uneven natural paths
- Ability to multitask and shift schedule and priorities to meet changing conditions
- Upon hire, a criminal background check will be conducted. Service with WisCorps will be considered probationary until all results are returned and have been reviewed

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