



**Northwest Youth Corps - AmeriCorps 480 Hour
Bureau of Land Management (BLM)
Prineville District - Prineville, Oregon**

Position Title: Prineville District BLM - Archaeological Resource Assistant

Grant Program: OYSI 22EDBDC0020010 / EAP 21EDBDC0010041

Position Summary: The BLM Prineville District is recruiting one AmeriCorps member beginning June 3rd, 2024, until August 23rd, 2024. As an Archaeology resource assistant, the selected candidate would complete assignments designed to develop professional skills in heritage resource management within the framework of BLM's multiple use mission. The position will require excellent writing skills, data entry skills utilizing Microsoft Excel, and meticulous attention to detail. The member must complete an end of service project presentation (5-10 minutes in length) highlighting the key takeaways of their time with the agency. Fieldwork will be required to ground-truth sites included in the inventory process and to build skills for future agency employment.

Duties and Responsibilities: Member will perform a variety of routine procedural tasks in support of a cultural resource program that can be quickly learned and are covered by specific instructions. This intern will participate in cultural resource inventories to identify cultural, historical and/or paleontological resources. Selectee will also participate in cultural resource clearances to identify cultural, historic, and/or paleontological resources in areas designated for surface disturbance.

Specific activities include –

[%] is the percentage of time throughout the term of service.

- Organizing collections for inventory purposes (30%)
- Fieldwork with cultural resources staff (30%)
- Data entry (30%)
- Formal Training (10%) *

**Training will not exceed 20% of total member service hours.*

Required Qualifications:

Currently enrolled in an Associates, Bachelors, or Graduate Degree Program

- Members must be US Citizen or Permanent Resident, as required by U.S. government contracts.
- 18+ years of age upon program start date
- Ability and willingness to undergo a federal criminal background check is required
- Driver's license
- Ability to lift heavy objects (at times 30-50 lbs) and hike up to five miles/day.
- Writing skills, including a writing example
- Data entry familiarity (use of spreadsheets, Microsoft Excel)
- Flexibility in daily duties

Desired Qualifications:

- Coursework in anthropology, ethnic studies, or Native American studies (high school or college)
- Adaptability to changing job duties with short notice.
- Outdoor skills

Duty Location:

Duties are performed within BLM Prineville District Office boundary.

Terms of Employment: One AmeriCorps member will complete a **11-week** term of service, starting **June 3rd, 2024**, through **August 23rd, 2024**. The member must complete an end of service project presentation (5-10 minutes in length) highlighting the key takeaways of their time with the agency. The member must complete a minimum of **480 service hours** by the end of their term. A schedule of 4 ten-hour days per week is preferred for fieldwork purposes (Monday-Thursday). The member will receive a 30-minute lunch each day and this lunch break does not count towards AmeriCorps member service hours. *Training will not exceed 20% of total member service hours.*

Program Benefits:

\$7,040 living allowance along with a \$3,000 housing stipend for a total combined stipend of \$10,040 dispersed on a monthly basis throughout the term of service. The member will have available a \$1,000 reimbursement fund for gear, mileage, and training relevant to the position. Upon successful completion of program requirements, an education award amount of \$1,824.07 is awarded to the member.

The living allowance and education award are taxable. Members are responsible for providing their own food. Service eligibility is contingent upon the results of a criminal and driving background check. These positions are sponsored by The Corps Network's OYSI and EAP program.

Application Instructions

Application Deadline: **5/20/2024**

Interviews: Will occur as qualified applications are received.

Type of position: AmeriCorps Individual Placement

Service Dates 6/2/2024 – 8/17/2024

Length of Term: 11 Weeks (minimum of 480 hours)

How to apply:

Please submit a cover letter, resume, and contact information for three professional references and completely fill out the application form found at

https://nwyouthcorps.workbrightats.com/jobsearch/?job_board_classification=Internships

Please select “Prineville District BLM - Archaeological Resource Assistant” when applying.

Additional Information

If you have questions about the position, please reach Northwest Youth Corps Internship Program Coordinator Abi Snow at abigails@nwyouthcorps.org or 541-654-4704, or BLM Central Oregon Field Office Assistant Field Manager Nick Weber at nweber@blm.gov.

All job offers are contingent upon the completion of a satisfactory background check (criminal history and driving history). The member will not engage in any prohibited activities as stated in the Member Service Agreement.