



Title: Planning and Environmental Coordinator Intern (1 opening)

Start/End Date: June 7, 2021 – May 6, 2022

Stipend: \$590/week

Term: 48 weeks/1700hr AmeriCorps Term

Location: BLM Carlsbad Field Office (620 E Greene St, Carlsbad, NM 88220)

Benefits: AmeriCorps Education Award \$6,195.0, Public Lands Corps Certificate*; both with successful completion of the internship. The Corps Network health insurance provided by Cigna, AmeriCorps childcare assistance.

Summary:

Conservation Corps New Mexico (CCNM):

Conservation Corps New Mexico, a program of Conservation Legacy, aims to continue the legacy of the Civilian Conservation Corps of the 1930's. CCNM is focused on connecting youth, young adults, and recent era military veterans with conservation service work projects on public lands. CCNM operates programs across New Mexico and western Texas that engage individuals and strengthen communities through service and conservation. CCNM has a program office in Las Cruces.

Position Summary:

The Bureau of Land Management (BLM) Carlsbad Field Office (CFO) manages more than 2 million acres of America's public lands and roughly 3 million acres of its subsurface mineral estate for the benefit of current and future generations. To guide efforts, Resource Management Plans (RMPs) are developed that serve as blueprints to keep public landscapes healthy and productive. The Planning Program coordinates the development, implementation, monitor and evaluation of land use plans and subsequent National Environmental Protection Act (NEPA) requirements. They provide planning and NEPA support to several programs: Wildlife, Cave Resources, Hydrology, Recreation, Archaeology, Rangeland Management, Fluid Minerals, Renewable Energy, Realty, and Geology; and also supports the management team.

The BLM CFO is seeking one qualified individual to serve as a Planning and Environmental Coordinator Intern. The intern will largely work with interdisciplinary teams, including project leads and natural and cultural resource specialists and will play a key role in overseeing the BLM's NEPA National Register, best known as ePlanning. They will assist in a variety of projects and will participate in a variety of meetings with interdisciplinary teams that may include contractors, community leaders and other stakeholders' participation. The work also includes field work with interdisciplinary teams and BLM training opportunities.

Essential Responsibilities and Functions:

- Work with the Planning and Environmental Coordinators to gain an understanding of the job that they will be performing as well as learn the NEPA process.
- Work with other Resource Specialists within the office to learn the resources on the ground and identify resources that would need to be protected.

- Receive mentorship from the Planning and Environmental Coordinators on day-to-day duties.
- Create and present report to supervisors at the end of the term, highlighting work and what was learned throughout the internship.
- Operate 4x4 vehicles to travel to field sites.

Required Skills:

Minimum Qualifications:

- Enrolled or recent graduate in a degree-seeking program (MA/MS, Masters, JD, etc.) with a focus in Environmental or Land Use Planning, Natural Resources, Ecology, or a related field.
- Minimum 3.0 GPA.
- Ability to drive and operate a 4x4 vehicle.
- Strong writing and editing skills.
- Demonstrate strong organizational skills, have experience working as part of a team, and be able to work well with others in a professional setting.
- Applicants should have a general understanding of the National Environmental Protection Act (NEPA).
- Applicants must pass a DOI security background check and should possess a valid driver's license with a clean driving record.

Physical Requirements:

- To successfully perform essential functions, the individual is required to sit, stand, walk, speak, hear, etc... May be required to stoop, kneel, crouch or crawl for significant periods of time and be able to safely lift 50 pounds on a routine basis. He/she must be able to operate office equipment, telephone, and computer and reach with hands and arms.
- Frequent field work possible, with exposure to the elements.
- Reasonable accommodations may be made for qualified individuals with disabilities to perform the essential functions.

Participant Essential Eligibility Requirements:

Participation and Expedition Behavior:

- Participant will be based out of the BLM Carlsbad Field Office and can expect to perform work in an office environment, with some fieldwork.
- Contribute to a safe learning environment; no harassment of others for any reason.
- Effectively communicate ideas and concerns as they arise directly to supervisors, colleagues, and organization staff.
- Appropriately represent Conservation Corps New Mexico, the BLM, and AmeriCorps to the public and partners at all times.

Safety and Judgment:

- Effectively communicate danger to others in the form of either a warning of danger others may be encountering or a notification of personal distress, injury or need for assistance.
- Effectively perceive, understand, and follow direction by others so that you will be able to successfully execute techniques to manage hazards.
- Stay alert and focused for several hours at a time while traveling and working in varied weather conditions.
- Respond appropriately to stress or crises.
- If taking prescriptions medications, participants must be able to maintain proper dosage by self-medicating without assistance from others.

Background Check:

A DOI background clearance must be completed before the selected candidate may report to duty. The BLM will provide instructions for completion of the clearance after an intern has been selected and will notify them when they have been cleared to start the internship. **This process will determine the internship's exact start date.**

Interns will have access to government facilities and systems, and will be supplied with access to gov't vehicles, equipment, and materials needed to work on the projects and activities as outlined above. Interns must adhere to all government regulations and policies for operating equipment, vehicles, security awareness, and safety.

*To be eligible for a Public Lands Corps certificate, interns must be between the ages of 18 – 30, inclusive, at the time the individual begins the term of service.

Substance Free:

- In accordance with a drug free workplace, alcohol and drugs are prohibited while participating in AmeriCorps and program activities and while on organization property.

To Apply: Please submit an updated resume and cover letter along with the online application at corpsnm.org/individual-placement-openings. If you have questions, contact CCNM's Individual Placement Support Coordinator Dave Bennett at dbennett@conservationlegacy.org

For more information about Conservation Corps New Mexico, please visit www.corpsnm.org. Conservation Corps New Mexico is a program of Conservation Legacy.

