

Alaska U.S. Fish & Wildlife Service
2011 Student Employment Program
Intern Request Form

Please Complete all information listed in BLUE

Fairbanks Fish and Wildlife Field Office

FWS Office

101 12th Ave, Room 110

Fairbanks

AK

99701

Address

City

State

Zip

Jeff Adams

(907)-456-0218

Jeff_Adams@fws.gov

FWS Project Leader

Phone

Email

Same

Intern Supervisor (if different)

Title

Phone

Email

June 20, 2011

Fairbanks, AK

Start Date for internship

Location of Internship

Housing/Travel

Yes

Does the internship location require the intern to have his own vehicle to get to work?

Bus

What kind of public transportation is available in the area?

Yes

Will you or another FWS staff be able to pick up the intern at the airport if needed?

FAI-Fairbanks

Nearest airport to the internship location

No

Will your office be able to provide housing for your intern?

Required Training

Check all the apply to this position

★	IT Security Training, QuickTime, General USFWS Overview
	Bear Safety
	Firearms
	Boat Safety and Operation
	Aircraft Safety (required for travel in government float planes)
★	CPR and first aid
	ATV Training
★	Site/Job Specific (please describe): EXAMPLES: Interior Alaska plant identification and their habitats, knowledge of invasive plants, understanding of partner agencies' missions

Intern Position Description

Biological Science Technician (plants)

GS-07

Position Title

GS or WG and what level?

DUTIES

Ability to recognize native vs. non-native plants and their habitats in the Fairbanks area;
 Act as one of the main contacts for coordination among partners;
 Operate and maintain a variety of scientific field sampling equipment;
 Lead logistics required for sampling;
 Oversees and provides training to less experienced Service personnel in field work;
 Enter and analyze data in Excel;
 Ability to draft and format a document in Microsoft Word that meets Service standards;
 Develop tables, figures, and graphics as part of a formal management plan;
 Draft a Canadian waterweed (an invasive) management plan for the Fairbanks area;
 Foster a sense of stewardship toward local natural resources with the Fairbanks community.

EDUCATION LEVEL, SKILL, INTERESTS

The individual hired for this position will play a key role in ensuring that the Service remains a primary partner in assessing the status of invasive plants and in developing prevention, control, management plans for these species in the Fairbanks area. The successful candidate for this position will be value-added to current programs and promote a pro-active approach to responding to invasive plants. The individual must be personable and able to work with partners and the public in a positive manner to maintain the Service's leadership in invasive plant management. The successful candidate will work full time at 8 hours/day, Monday through Friday and will be compensated for time worked outside of this schedule. This position will start July 1, 2011 and is expected to end in late December, but full time work will not be required during the school year.

WORK CONDITIONS, CLOTHING GEAR

Office attire is casual, and there is no uniform. However, field work will require durable clothing with outer wear and personal protective equipment provided by the Service, e.g., personal flotation devices, rain gear, waders, knee boots, and gloves. The majority of the intern's time will be office related, but regular sampling in terrestrial and aquatic habitats in the Fairbanks area will be required.