

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

Sarah Conn

(907)-456-0499

sarah_conn@fws.gov

FWS Project Leader

Phone

Email

Jewel Bennett

Branch Chief, CPA

907-456-0324

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Intern Supervisor (if different)

Title

Phone

Email

Around 25 September, 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, EEO/Diversity, Ethics, 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: working w/NEPA; wetland plant ID and wetland delineation; knowledge of oil and gas development impacts to fish, wildlife and their habitats; knowledge of arctic ecosystems; and oil spill response

Intern Position Description

Biological Science Technician

GS-0404-07

Position Title

GS or WG and what level?

The individual hired for this position will play a key role in ensuring that the Service provides constructive and timely input on resource development projects affecting trust resources and their habitats on the North Slope and Interior of Alaska. 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 effective conservation planning and assistance. The successful candidate will work part-time, Monday through Friday, during the school year and full-time during the summer. This position will start 25 September 2011 and is expected to end within one year with option for extension.

DUTIES

- ✓ Assists the study or project leader in planning the course of the project by contributing ideas; researching methods, costs, and needs related to personnel and equipment; assembling equipment; and establishing practical procedures for accomplishing work;
- ✓ Reviews and reports on permit applications under the Corps of Engineers and the Environmental Protection Agency or state permit programs;
- ✓ Assists in the consultation process pursuant to Section 7 of the Endangered Species Act of 1973;
- ✓ Performs data analysis and writes objective reports to evaluate findings;
- ✓ Prepares correspondence pertaining to technical aspects of the work;
- ✓ Assists in preparing and reviewing biological implications of environmental assessment/impact statements or comprehensive resource planning reports to evaluate environmental consequences of proposed federal actions;
- ✓ Prepares and delivers presentations on various aspects of the work of the Fairbanks Fish and Wildlife Field Office;

EDUCATION LEVEL, SKILL, INTERESTS

- ✓ Knowledge of environmental laws, executive orders, regulations, and policies so as to ensure that legal standards are met in the review of federal energy and water resource development projects;

- ✓ Knowledge of the theory, principles and methods of fish and wildlife biology and a working familiarity with related disciplines, such as would be obtained through a college major in the appropriate discipline and additional professional work experience or professional education in the appropriate discipline, in order to determine the effects of land and water development projects on the fish and wildlife resources and their habitats of an area;
- ✓ Knowledge of petroleum industry terms, data, structures, facilities, and procedures to be able to work with professionals and technicians in these fields to recognize probable effects on resources, to read and write reports, etc.;
- ✓ Skill in mathematics to perform data analysis;
- ✓ Skill in presenting data and its analysis to write objective reports requiring a minimum of review and editing;
- ✓ Skill in planning to develop work procedures and schedules;
- ✓ Knowledge of federal regulations, laws, Department/Service policies;
- ✓ Skill and judgment in the use of fundamental principles, concepts, techniques, standards, guides to determine/evaluate and apply appropriately;
- ✓ Ability to independently identify information needed to solve problems and select techniques for carrying out assignments;
- ✓ Skill in oral and written communication including ability to organize and present evaluations and findings to all levels of management, employees, the media and the general public;
- ✓ Interest in protecting Service trust resources from adverse effects of oil and gas development projects in cooperation with local, state, federal and energy industry partners;
- ✓ Basic knowledge of computer operation to perform limited word processing and data entry and to enter and manipulate data using geographic information systems, and/or statistical packages

WORK CONDITIONS, CLOTHING GEAR

The majority of the intern's time will be in the office. Clothing for the office environment is casual, and there is no uniform. Infrequent field work requires durable clothing with outerwear and personal protective equipment provided by the Service, e.g., personal flotation devices, rain gear, waders, knee boots, and gloves.