



## USDA Forest Service Resource Assistant Program

**Position.** Carbon Specialist

**Duration.** 8 Month Fellowship (32 weeks): Starting June 2023 – February 2024 (dates are dependent upon the start date)

**Location.** Remote or Washington, DC.

**Reports To.** Dixie Porter, Deputy Director, Office of Sustainability and Climate  
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### Job Overview

The intern will work with the Office of Sustainability and Climate (OSC) to develop and update carbon assessments for National Forests and Grasslands. These assessments are critical for land management planning and meeting National Environmental Policy Act requirements. As a member of OSC's carbon team, the candidate will also work collaboratively across agency programs to help create communications products on carbon and natural resources that may include vulnerability assessments, ArcGIS StoryMaps, fact sheets, infographics, feature articles, and other written and visual communications for print and web-based media. Additionally, the intern will help coordinate activities with staff from Research and Development and other Washington Office program areas including organizing webinars, trainings, and contributing to newsletters. This position is part of a cohort of 20 climate change-focused internships that will receive specialized training and opportunities to engage with other members of the cohort.

### Responsibilities and Duties

- Advancing knowledge and understanding of the forest carbon cycle in context of both climate change and forest management practices
- Advancing knowledge of Forest Service policy around climate change and carbon
- Writing carbon assessments
- Creating carbon communication products
- Helping to develop climate change vulnerability assessments
- Participate in regular virtual meetings with OSC staff and collaborators
- Opportunity to participate in professional development opportunities

This position is remote-eligible in an office setting. The intern will be expected to participate in regular virtual meetings on Microsoft Teams. Occasional (quarterly) overnight travel may be required to attend in-person trainings and workshops.



### **Qualifications**

Required: Bachelor's degree in biology, natural resources, environmental studies or policy, or related field and at least 6 months related experience. Experience can be in the form of summer internships or part-time positions while a student.

Preferred: Master's degree in any of the above fields or at least one year of related experience.

An ideal RA candidate would have the following skills:

- Ability to synthesize and summarize technical information for different audiences, including the general public.
- Effective oral and written communication skills with technical and non-technical audiences.
- Ability to work independently with minimal supervision as well as part of a team.
- Proficiency in interpreting and communicating scientific analyses and research papers.
- Experience with producing scientific figures and organizing data.

### **Minimum Requirements**

- Completion of 2 years at an accredited university, an Associate's degree, or higher
- US citizenship or permanent residency. RAs must undergo a government background check if selected.
- Participation in US Forest Service Orientation Training scheduled for June 2023