

**MOUNTAIN HOME AIR FORCE BASE, IDAHO  
OUTDOOR RECREATION**

**COLLEGE INTERN POSITION DESCRIPTION**

**INTRODUCTION**

The purpose of this position is to provide practical experience for college students who are fulfilling their degree requirements in Recreation Management or other related fields. The internship consists of a time period of three to six months, within the Outdoor Recreation Program at Mountain Home AFB, Idaho.

The Outdoor Recreation Program at Mountain Home consists of the following areas and operations:

**Outdoor Adventure Program.** The OAP specializes in conducting high adventure activities in the local area. Trips involving rafting, kayaking, rock climbing, backpacking, skiing, snowmobiling, and a variety of other recreational programs are available through the OAP.

**Trap and Skeet Range.** Offering sportsmen and hunting enthusiasts shooting opportunities and a quality resale operation.

**Strike Dam Marina.** The Marina, an off-base recreation site located at C.J. Strike Reservoir on the Snake River, is a waterfront operation offering sailing, fishing and a variety of boat rentals including ski boats, pleasure boats and jet skis.

**Recreation Supply.** Provides rental equipment for all recreational needs including boating, skiing, camping and hunting.

**FAM CAMP.** This on base facility offers full hookup camping facilities, year round, for tent and RV camping.

**Yellowstone Country Trailers.** Thirteen trailers located around Yellowstone National Park offer an inexpensive way for visitors to see the local area.

**Area 366 Paintball.** On base paintball facility offering speedball with inflatable bunkers and a 5 acre woods field.

The Outdoor Recreation Program serves a large community of active duty and retired military, Department of Defense civilian employees and their dependents. Mountain Home AFB, situated on the northern edge of the Great Basin in southwest Idaho, is located on the Snake River Plateau and surrounded by a desert plain. A few miles north of the base lie rolling foothills that lead to peaks towering more than 10,000 feet; south of the base the topography changes with the mighty Snake River carving a channel through southern Idaho. The plain receives an average of nine inches of precipitation annually and is a true desert with few trees, lots of sagebrush and vast lava fields. The easily accessible mountains have large snowfalls that provide excellent ski conditions in winter and some of the country's best whitewater rivers during the spring runoff and the summer months.

Mountain Home AFB is considered by many to be remote because of its location in a sparsely populated area that is mostly agricultural based. The town of Mountain Home is located ten miles away and has a population of 9400. Boise, Idaho's capital and largest city, is located fifty-two miles from base.

An intern coming to Mountain Home AFB should be prepared for a place unlike most in America in its remoteness. Most outdoor enthusiasts revel in the fact that this part of the country offers many unique outdoor opportunities.

**MOUNTAIN HOME AFB OUTDOOR RECREATION PROGRAM RESPONSIBILITIES**

The Outdoor Recreation Program will assume the following responsibilities associated with the student internship.

1. The student will be placed under the direct supervision of the OAP Director. The Director may detail the student to any activity in Outdoor Recreation based on the mutual agreement between the student and Outdoor Recreation needs and desires. In that case, the student will report to the activity manager during that time period.
2. The Director or supervisor will conduct in-service training in the following areas specific to the Outdoor Recreation Program and military recreation:
  - A. Fiscal Controls
  - B. Budget development
  - C. Personnel Management
  - D. Maintenance
  - E. Facility Planning
  - F. Programming- Assessment, Development, Implementation and Evaluation
  - G. Public Relations
  - H. Policy and Standards Development
  - I. Administration Procedures
3. The Director will provide the university supervisor with an evaluation at the middle and end of the student's experience, or as outlined by the university.
4. The student will be considered as part of the regular staff. He/she will be encouraged to display high work standards and enthusiasm for the job.
5. The Director will confer with the student as necessary, and at the minimum weekly, to arrange schedules, discuss work performed and analyze problems.
6. The director reserves the right to terminate an internship due to unforeseen circumstances such as immediate budget constraints, poor intern performance, or illegal intern activity.

#### **STUDENT INTERN DUTIES AND RESPONSIBILITIES**

1. To assist in the planning, promoting and implementation of outdoor recreation special and regularly scheduled events.
2. To assist in activity logistical support such as vehicles, food and equipment preparation.
3. To assist in issuing, inspecting, collecting, and maintaining outdoor recreation equipment and supplies.
4. To assist in the performance of administrative functions associated with day to day and long range outdoor recreation operations. Example: budget preparation, supply and equipment procurement, volunteer training programs, activity sign ups and office duties
5. To assist in instructing, leading and supervising activities commensurate with and to the level of skill of the intern based upon knowledge, skills and abilities, and observed performance following local and professional standards, operating instructions and procedures.
6. To assist in collecting and depositing funds for activities, equipment rentals, resale items, etc. within fiscal guidelines.
7. To assist and perform in other related duties as assigned.

## OTHER SIGNIFICANT FACTS

1. Adventure based activities may involve higher than average risks such as fast moving whitewater, extreme temperatures, and carrying heavy packs over rough and uneven terrain.
2. Interns are paid a monthly stipend of 350.00 through a Non-Appropriated Fund contract for administrative duties performed during the internship. The intern is considered a volunteer for all non-administrative duties performed for liability reasons. Official volunteers are considered government employees in any litigation which may arise and therefore have liability coverage.
3. Student interns are allowed dormitory housing on base at no charge. Interns do not receive any form of medical coverage during their internship and must present proof of personal medical insurance before the internship begins.

*Dear Student,*

*The Outdoor Adventure Program has been in existence for over twenty years. During that time we have helped over fifty college students meet their goals for student internships. The program that we offer deals primarily with adventure activities but is diverse enough to cover a range of opportunities.*

*As a staff member you would be involved with programming for the community of Mountain Home AFB. Rafting, kayaking, rock climbing, mountain biking, backpacking and hiking are just a few of the programs that we offer. We do not contract out these services and simply sign people up for trips. The staff at the program organizes and leads every trip that leaves our facility. This does not require that you come to us with experience in each and every area, but that you are willing to participate in a wide range of opportunities.*

*The benefits involved with this internship are as follows; housing, 350.00 per month stipend, shopping privileges at the base exchange, and use of all of the Services facilities on base. The rewards to the program are unlimited.*

*If you are interested in becoming an intern in Idaho, please contact me at your earliest convenience, and send your resume and cover letter. We will be filling multiple slots each year.*

*Thank You,*

*Michael Hurt, Director  
Outdoor Adventure Program  
655 Pine Street, Bldg 2800  
MHAFB ID, 83648  
208-828-6333  
[mike.hurt@mountainhome.af.mil](mailto:mike.hurt@mountainhome.af.mil)*