



## Vacancy Outreach for Permanent Employment



### Wildlife Program Manager, GS-0486-12

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#### **USDA Forest Service – R2 Rocky Mountain Region Arapaho & Roosevelt National Forests & Pawnee National Grassland Duty Station in Fort Collins, Colorado**

The Arapaho & Roosevelt National Forests & Pawnee National Grassland (ARP) is conducting an outreach for a highly skilled and qualified candidate to fill a permanent GS-0486-12 Wildlife Program Manager position. This is a Forest-level, full-time, permanent position that is located in the Supervisor's Office in Fort Collins, Colorado. This notification is being circulated to inform prospective applicants of this upcoming opportunity. The vacancy will be posted on [www.usajobs.gov](http://www.usajobs.gov). *FOREST SERVICE EMPLOYEES ON THE WORKFORCE REDUCTION AND PLACEMENT LIST WILL RECEIVE PRIORITY CONSIDERATION AND CTAP/ICTAP ELIGIBLES WILL RECEIVE THE APPROPRIATE CONSIDERATION.*

#### **\*\*\*OUTREACH RESPONSE\*\*\***

Interested applicants may contact Marla Downing directly at: [marla.downing@usda.gov](mailto:marla.downing@usda.gov). The vacancy announcement will be available shortly and will be posted on the USA Jobs website, <http://www.usajobs.gov> the U.S. Government's official site for job and employment information.

#### **\*\*\*THE POSITION\*\*\***

##### **MAJOR DUTIES**

Serves as a consultant and advisor to the Forest and Deputy Forest Supervisor, Ecosystem staff officer, and other Staff Officers and District Staff in all aspects of program functions with a focus on integration with other program areas, specifically timber and hazardous fuels reduction programs. Assumes leadership in adaptive management and fully participates in the integration of programs and budgets to foster efficient and effective restoration of forested ecosystems and to sustain resilient wildlife habitat. Recognizes need for, organizes and directs training in new or improved management practices and techniques, including the use of GIS and other resource assessment tools.

Works with researchers and technicians to synthesize current studies and technical reports related to integrated resource management and facilitates local coordination between staff areas and external partners to distribute and apply pertinent knowledge and information.



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Maintains liaison with Regional Program Leads including participation in monthly conference calls. Ensures District Staff complete all annual reporting requirements and conducts quality control checks on those data. Completes all reporting as required by the Southern Rockies Lynx Amendment.

Prepares long-range functional plans including formulation of policies, objectives, and priorities and the correlation and integration of natural resource plans into overall land management planning. Leads the development of short- and long-term action plans based on adaptive management principals to carry out priority work on the ARP.

Promotes equal opportunity and employs nondiscriminatory practices for merit promotion, recruitment and hiring of applicants; encouragement, recognition and fair treatment of all employees; and career development and full utilization of employees' skills. Adheres to nondiscriminatory employment practices regarding race, color, national origin, age, disability; and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal; or because all or part of an individual's income is derived from any public assistance program.

### NOTES

All permanent supervisors, managers and executives are required to complete mandatory supervisor training in accordance with Code of Federal Regulations, Part 412, and the USDA Departmental Regulation 4040-412-002, Training and Development for Supervisors. New supervisor training should begin within 90-days from your supervisor appointment date; training must be well underway at nine months and nearing completion at eleven months.

### **What we are looking for in a Candidate**

We are looking for an energetic, forward-thinking leader who thrives on complexity and the challenges that come with a progressive and aggressive program of work and leading in a community where stakeholders are highly engaged in National Forest management. The successful candidate will have a strong technical background who can work well with our partners, staff, and management to develop and sustain a Wildlife Program at the Forest level. Candidates need to show a background of self-motivation, collaboration, and teamwork in the field of wildlife management. Candidate must have educational, writing skills and experience with developing programs of work, budgets and working with collaborative and integrated process are pluses. Applicants must have educational experience necessary to qualify as a wildlife biologist (GS series 0486).





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### \*\*\*\*\*THE DUTY STATION\*\*\*\*\*

Fort Collins is located about 60 minutes north of Denver and forty-five minutes south of the Wyoming border on Interstate 25. It is a full service community with several institutes of higher learning including Colorado State University. Elementary and secondary schools rank among the State's best. There are several private and Church-affiliated schools and day-care facilities. Fort Collins has a large medical community with excellent service and a wide variety of specialists.

Information about Fort Collins Colorado can be found at: <http://www.ftcollins.com/>

More information can be found at <http://www.fcchamber.org/>

Additional Information about both Forests can be found at: <http://www.fs.fed.us/arnf/>

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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## Arapaho & Roosevelt National Forests and Pawnee National Grassland Duty Station in Fort Collins, Colorado

**Wildlife Biologist, GS-0486-12, Permanent Employment**  
Arapaho & Roosevelt National Forests and Pawnee National Grassland  
USDA Forest Service, R2-Rocky Mountain Region

**Please return this form with a copy of your resume and duty station preference by email** to:  
Marla Downing, [marla.downing@usda.gov](mailto:marla.downing@usda.gov)

Name:		Phone W:	
Email:		Phone H:	
		Phone C:	

### Current Employer

USDA FS Unit:	
Other:	
Location:	

### If Federal Employee, Type of Appointment

Permanent		Temporary		Student/ Intern		Contractor		Other	
Current Position Title:						Series/Grade:			
How did you hear about this position?									
Agency Contact:									
Other:									

If not a current permanent employee, are you eligible to be hired under any of the following special authorities?

- ☐ Schedule A (persons with disabilities)
- ☐ Veterans Recruitment Act (VRA)
- ☐ Veterans with 30% Compensable Disability
- ☐ Veterans Employment Opportunities Act (VEOA) of 1998
- ☐ Former Peace Corps Volunteer
- ☐ Pathways Program (Students, Interns and Recent Graduates)
- ☐ Public Land Corps (PLC)
- ☐ Land Management Workforce Flexibility Act (Temporary/Term Land Management Agency Employees)
- ☐ Other: *<please elaborate>*

**Please provide a resume and a letter of your unique interest in this position.**