

OUTREACH NOTICE

**Gila National Forest
Supervisors Office
Silver City, New Mexico**

**Visitor Services Information Assistant
GS-1001-05**

Please respond by June 16, 2016



The Gila National Forest will soon be advertising a vacancy for a Visitor Services Information Assistant GS-1001-05. The position is a permanent full-time appointment, and will be located at the Supervisor's Office in Silver City, New Mexico. The purpose of this Outreach Notice is to determine the potential applicant pool for this position and to establish the appropriate recruitment method and area of consideration for the advertisement (i.e. service-wide, government-wide). Responses received from this outreach notice will be used to make this determination.

Interested applicants or those desiring more information should contact Jennifer Robertson, Support Services Specialist, Silver City Ranger District at jkrobertson@fs.fed.us or Diane Taliaferro, Silver City District Ranger at dtaliaferro@fs.fed.us by June 16, 2016.

Vacancy Announcement

The vacancy announcement for this position will be posted on the U.S. Government's official website for employment opportunities at www.usajobs.gov.

Position

This position is located on the Gila National Forest in Silver City, NM where the incumbent serves as a Visitor Services Information Assistant at the front desk. The incumbent has the primary responsibility of responding to a variety of inquiries and must be knowledgeable about the different Forest Service policies and processes associated with each inquiry.

Duties

The Visitor Services Information Assistant serves as a collection officer for the sale of forest maps, passes and product permits. Maintains accurate records of sales to account for monies collected; prepares bill for collections, and transfers funds in a timely and accurate manner to lockbox. Provides information about agency policies and regulations including forest orders. Prepares or assists in the preparation of informational exhibits which include photos, maps, etc. Monitors newspapers, clips and files articles related to the Forest Service. Makes presentations on subjects such as fire safety, environmental awareness, recreation activities and litter prevention. Maintains inventory of existing publications for public use.

Gila National Forest

Every National Forest offers its own unique qualities. The Gila's beauty is in its diversity of rugged mountains, deep canyons, meadows, and semi-desert country. It is one of the more remote and least

developed National Forests in the southwest. The Gila is the sixth largest national forest in the continental United States, covering 3.3 million acres of forest and range land.

The forest has a rich history of the Mogollon and Apache Indians, Spaniards, Mexicans, ranchers and prospectors. A few of the personalities from the past that have left their mark in the Gila include Apache Chiefs Mangas Coloradas and Geronimo, conservationist and author of the Sand County Almanac Aldo Leopold; Billy the Kid and other outlaws; and renowned lion hunter Ben Lilly.

Another unique beauty of the Gila National Forest is its wilderness. The Gila, Aldo Leopold, and Blue Range Wilderness areas offer unparalleled hiking and horseback riding. The 558,065-acre Gila Wilderness, created in June 1924 at the urging of the conservation pioneer Aldo Leopold, was the world's first designated wilderness.

Community: Silver City www.townofsilvercity.org and the surrounding communities of Bayard, Santa Clara, Tyrone and Hurley are located in southwest New Mexico. Main access to Silver City is via Highway 180 north from Interstate 10 at Deming, NM. The elevation is 5,900 feet above sea level. The population of Silver City is approximately 13,000 and Grant County is about 29,000. Silver City was recently selected as one of the healthiest places to live and retire. It placed in the top 1% of over 3,000 communities our size or larger. Downtown Silver City is undergoing a revitalization effort and features many locally-owned shops and lots of art galleries. The community has two libraries and churches of all denominations. There are two newspapers, motels, radio stations, city and county offices and local retail businesses. Area attractions include City of Rocks State Park, Historic Pinos Altos and Western New Mexico University Museum <http://www.wnmu.edu/univ/museum.htm>.

Climate: Silver City boasts four gentle seasons. The average annual temperature is 54 degrees. May is the driest month of the year while July is the wettest. The annual average precipitation is 15.69 inches.

Medical: Silver City has a Regional hospital <http://www.grmc.org/>, several medical clinics, ambulance service, an emergency care clinic, and physicians of all specialty areas, dentists and nursing homes.

Schools: Grant County has two public school districts. There are several private schools and alternative schools. Western New Mexico University www.wnmu.edu/ offers four-year programs and two year technical programs in areas such as education, nursing, basic arts and sciences and several graduate programs.

Employment: Major employers are Freeport-McMoRan Copper & Gold, Gila Regional Medical Center, Silver City Schools, Western New Mexico University, Walmart, Town of Silver City, Grant County, and the Gila National Forest.

Housing: Rentals range from \$600-\$1000 per month for an average three bedroom home/apartment. Prices of single family homes range from \$85,000 and up.

Transportation: The nearest commercial airports are in El Paso, TX (3 hours), Tucson, AZ (3 hours) and Albuquerque, NM (4 hours). Grant County airport provides daily services. There is a shuttle service for transportation to Las Cruces and El Paso and a local transportation service to all the surrounding communities.

Additional Information: For additional location information visit the following web sites:

Gila National Forest Website	www.fs.fed.us/r3/gila
Grant County Chamber of Commerce	www.silvercity.org
Silver City Chamber of Commerce	www.townofsilvercity.org

OUTREACH RESPONSE FORM

Visitor Services Information Assistant
GS-1001-05

Please return by June 16, 2016

If you are interested in this position, please complete this form and email to Jennifer Robertson and jkrobertson@fs.fed.us. If you have questions about the position call 575-388-8414.

PERSONAL INFORMATION:

Name:		Date:	
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Address:	
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Email Address:	
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Phone:	
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Are you currently a Federal employee?	YES:		NO:	
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IF YES: Current Agency and location:	
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Current Title/series/grade/Level:	
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Type of Appointment:	Permanent		Term		Temporary	
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If you are not a current permanent employee (career or career conditional), are you eligible for appointment under any of the following special authorities?	
	Person with Disabilities
	Veterans Recruitment Act
	Former Peace Corps Volunteer
	Disabled Veteran with 30% Compensable Disability
	Pathways Program
	Veterans Employment Opportunities Act of 1998
	Other, please describe:

Thank you for your interest in our vacancy!

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