OUTREACH

HOOSIER NATIONAL FOREST

BEDFORD &
TELL CITY, IN

Visitor Services Information Assistant

GS-4/5

The Hoosier National Forest (Forest) is seeking interested individuals for an exciting career in Public Affairs. The two positions are **permanent full-time appointments**. The duty stations are located at the Hoosier National Forest Supervisor's Office in Bedford, Indiana and at the Tell City District Office in Tell City, Indiana. For additional details on the positions, you may call Andrea Crain at (812) 276-4770.

This Outreach Notice will help determine the potential applicant pool for the positions and establish the appropriate recruitment method for the job advertisement. Depending on the results of this outreach, the position will be announced for applicants from either current government employees (MERIT) or the general public (DEMO). If you are interested in the position please complete the attached Outreach Response Form and return it to Andrea Crain, acrain@fs.fed.us, no later than 10/27/2016. There is no need to attach a resume, cover letter, or any other form of response at this time.

All respondents will be notified via email when the vacancy announcement becomes available. There will be a separate process to apply for the position.

Please reply to this outreach by October 27, 2016.

What is a Hoosier?

We are! Here on the only Forest named for the collective people of the state in which it is located, we pride ourselves on service to our communities and in stewarding this land and these resources for all the American people for generations to come.

Working for the Hoosier:

South-central Indiana is almost certainly not what you're expecting. With rolling, forested hillsides, a richness of cave and karst resources, historic sites, awe inspiring trails and top notch camping opportunities this National Forest is a hidden and little known treasure of the system. Hoosier employees have a long history of camaraderie and cohesive working relationships leading to a highly productive, rewarding and enjoyable working atmosphere where you'll be surrounded by dedicated and

passionate people. As a small Forest, opportunities abound to gain exposure to the diversity of work and opportunities that the US Forest Service presents to its employees. The Hoosier workforce is a great mix of employees who have been on this Forest many years and have a deep knowledge of the area and its history and those that have experiences drawn from all parts of the country. Working on **the Hoosier can be a gateway to opportunities** with the Forest Service anywhere in America, **or an introduction to a place you'll fall in love with** and want to stay for many years.

Quality of life in southern Indiana is enjoyable and affordable. Whether you prefer small towns, a remote setting, or a larger more vibrant city with a major University and all the culture, entertainment, sports and restaurants that comes with such a setting; **working for the Hoosier you have choices**.

Love Outdoor Activities? Besides the hundreds of miles of trails, excellent campgrounds, multiple lakes for boating and fishing and other recreation activities on the Hoosier National Forest, Indiana has a diverse array of State Parks and Forests which complement those of the Forest Service. You can even find a downhill ski resort in Paoli.

Like Sports? Location doesn't get any better than this if you like sports of all kinds. Big Ten and ACC college athletics of all types can be found nearby at Indiana University and the University of Louisville. Indianapolis is a short drive away, home of the NFL's Colts and NBA's Pacers as well as the Indy 500, the Brickyard 400, and a Triple A minor league baseball. Major League Baseball is only a little further in Cincinnati.

Music, Theater, Comedy, Gaming and more? Indiana University is home to *the* premier music school in the country, offering public performance of all genres, plays, operas and ballet. The college town of Bloomington draws national and international performers of all kinds year-round on par with larger cities but without a need to fight traffic to access any of it and has a vibrant international restaurant scene. French Lick is home to a large casino and PGA golf course, and the adjacent West Baden Springs hotel offers a luxury hotel and spa. The area is home to a growing number of excellent breweries and wineries as well.

The Position:

Major duties for this position include:

- Ensures that the information desk at a reception area or visitor center is covered at all times, and answers the phone and radio. Greets visitors, and responds to a variety of inquiries regarding Forest Service activities, programs, exhibits, facilities, policies, and functions. Evaluates inquiries in order to provide the most useful and appropriate information or to suggest other options, such as alternate routes or activities. Provides guidance to the public on rules and regulations regarding on-unit activities. Assists visitors and callers with informational searches, and with use of the reference library. Monitors and reports statistics such as visitor numbers and activities, for project planning.
- Serves as Collection Officer to sell forest timber permits and other items, such as maps and passes, in accordance with manual and handbook requirements.
- Coordinates Interpretive Association book sales, including ordering, stocking, sales, quarterly inventory and reporting.
- Participates with staff specialists and public affairs office to provide the latest, most accurate and appropriate information to the public. Maintains an inventory of timely publications, brochures, posters, and informational handouts for the public. Creates and posts informational handouts and flyers concerning safety, events and other items of importance.
- Plans and presents interpretive talks and programs for visitors, local schools, and other groups. Uses a variety of tools, such as drawings, activity specific tools, and audio/visual equipment, as interpretive aids for presentations. Coordinates Smokey Bear appearances and Forest Service presence at local events such as parades and fairs.

Description of the Forest:
The Hoosier National Forest encompasses over 203,000 acres in South Central Indiana stretching south from Bloomington to the Ohio River and is located within a two hour drive of Cincinnati, Ohio, Evansville and Indianapolis, Indiana, and Louisville, Kentucky. Two ranger districts include the Brownstown District in Bedford, Indiana and the Tell City District in Tell City, Indiana.

The Hoosier National Forest sits in the hills of Southern Indiana. The Forest provides a range of opportunities and resources for people to enjoy. The many recreation opportunities including camping, fishing, hiking, horseback riding, hunting, mountain bike riding, and viewing scenery. The only congressionally designated wilderness in Indiana, the 13,000 acre Charles C. Deam Wilderness provides opportunities for users desiring higher levels of solitude. In addition the Forest has over 265 miles of trails for hiking, biking, or horseback riding.

The Hoosier works to provide integrated resource management on the complex mosaic that make up National Forest System Lands in Indiana. Only 31% of the land within the Forest Boundary is National Forest System land, this scattered ownership pattern adds a complexity to the management of this valued natural resource. Forest managers are responsible for protection of some very unique resources. The Hoosier is located in an area rich in caves and karst features. These underground features are largely unknown to most Forest visitors but are home to many species that are specific to these habitats.

The Hoosier has four endangered species: the fanshell and rough pigtoe mussels reside in rivers to the south; the gray and Indiana bats and their habitat occur throughout the Forest. The wildlife program on the Forest focuses on management to provide habitat for the species above as well and other species that occur throughout the area.

The Forest works to maintain and restore sustainable ecosystems. The vegetation management on the forest focuses on promoting native oak and hickory regeneration, reducing nonnative pine planted to restore over farmed lands, and reducing nonnative invasive plant and animal species.

The Hoosier National Forest organization is non-traditional with emphasis on placing resource specialists closer to the ground. Certain Forest-level staff functions that traditionally reside in a Supervisor's Office work in a team environment and serve as District-level program managers. This serves to broaden District interdisciplinary teams and improve technology transfer, customer service, and quality of stewardship. We view the Districts as the backbone of the Forest Service organization and emphasize customer service at that level. Additional information about the Forest may be found at http://www.fs.fed.us/r9/hoosier.

Bedford Office
The Hoosier National Forest Supervisor's Office is co-located with the Brownstown Ranger District Office in Bedford, Indiana. Bedford is a full-service community of approximately 14,000 residents. Bedford has excellent schools, outstanding shopping, cultural amenities, and small town atmosphere. Bedford is in the Eastern Time zone and features a broad-based economy. Major area employers include GM Powertrain, Indiana Limestone, Manchester Tank, and Stone City Products. Bedford is known as the "Limestone Capital of the World" because of the abundance and quality of the limestone which has been used on many landmark buildings in the U.S.

Bedford has five elementary schools, one junior high school, one high school (includes area vocational school) and Oakland City College, which offers adult education and college credit courses. Eighteen miles north of Bedford is Bloomington, home of Indiana University. In addition, Bedford is within commuting distance of six degree granting institutions. Indianapolis is approximately 70 miles north and is the state capitol.

There is a good selection of housing in the $80,000 range, with many higher valued homes ($150,000+) in

developments outside the city. Rentals are also available and range from $350 to $800 per month.

Local services include over 25 churches of major denominations, a library, two hospitals providing comprehensive medical services, and a variety of banking, shopping facilities, and restaurants.

There are several communities within communizing distance of Bedford. Links are provided below:

Bedford, Indiana

Bloomington, Indiana

Mitchell, Indiana

Seymour, Indiana

Climate:
The temperature in Indiana varies north to south with averages ranging from 49°F to 58°F. Although Indiana sometimes has temperatures below zero during the winter, the average temperatures in January range between 17°F and 35°F. Rainfall is distributed evenly throughout the year, with the southern part of the state generally being drier. The average annual precipitation statewide is 40 in, ranging from about 35 in (89 cm) near Lake Michigan to 45 inches along the Ohio River; during 1971–2000, Indianapolis had an average of 41 inches annually. The annual snowfall in Indiana averages less than 22 inches.

Education:
Pre-schools through high schools can be found in most communities with southern Indiana schools ranking high in the state. There are several community colleges in the area offering quite reasonable in-district tuition. Indiana University, located in Bloomington, offers a full range of baccalaureate through doctoral programs. Day care facilities also are available in most communities.

Churches:
Churches representing all major denominations can be found in communities across the region.

Economy:
Real estate in the area is moderately priced. The median price for purchasing a home is approximately $100,000, and house rentals begin at approximately $450 per month. Utilities are also priced moderately. Tourism is a developing economic force in the area. In recent years, several wineries and craft breweries have opened, adding to the tourism opportunities in the region.

Healthcare:
Healthcare facilities serving the area include full facility IU Health Bedford Hospital and St. Vincent Dunn Hospital, in Bedford. Services at these hospitals include cardiac units, oncology and neonatal units. Other hospitals providing care in the general area of the Hoosier include Perry County Memorial in Tell City, Indiana; Deaconess in Evansville, Indiana; and University of Louisville Hospital in Louisville, Kentucky. All the hospitals provide 24-hour emergency room physician coverage and specialists.

Recreational and Cultural Activities:
The region has many opportunities for outdoor activities as well as small town festivals and fairs. In addition there is easy access to larger cities including Cincinnati, Ohio; Chicago, Illinois; Indianapolis, Indiana; Louisville, Kentucky; Nashville, Tennessee; and St. Louis, Missouri.

Tell City Office
The Tell City Ranger District Office is located in Tell City in Perry County. Tell City is located on the banks of the Ohio River and was founded in 1858 by the Swiss Colonization Society for Swiss and German immigrants. Settlement occurred early due to the cities proximity to the Ohio River. Community

development was directly related to river travel. The city recognizes it's Swiss and German heritage each August at the annual Schweizer Fest. Perry County has a population of approximately 18,900 people, with an estimated 7,500 in Tell City. The area observes central time zone.

Major industries in the area include lumbering, manufacturing, and farming, additional area employers include ThyssenKrupp Waupaca, Mulzer Crushed Stone, Accent Marketing Services, ATTC Manufacturing, and Branchville Correctional Facility.

Perry County has 3 public elementary schools (1 in Tell City); 3 junior–senior high schools (7-12) (1 in Tell City). In addition there are two private schools located in the county. Perry County also boasts a state community college campus (Ivy Tech).

Perry County Hospital is located between the communities of Tell City and Cannelton.
Housing in Perry County is very affordable. Median home values in Tell City are around $87,000.

Perry County's rolling hills along the Ohio River provide amazing views of natural beauty, the area is well suited to outdoor recreation pursuits. Several boat ramps on the Ohio River provide access for boating and fishing. The nearby Hoosier National Forest provides opportunities for camping, hiking, biking, hunting, fishing, and more. Five man-made lakes in Perry County offer water-based recreation opportunities as well.

The Ohio River National Scenic Byway runs through the county providing scenic bicycling and driving areas that tell the story of the river, the county, and the culture of the area.
Find more information about the Tell City area by visiting http://www.perrycountyindiana.org.
The following link contains videos highlighting the quality of life and schools in Perry County: http://www.pickperry.com/videos.html.

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Education:

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Places of Worship:

Churches representing all major denominations; as well as Jewish, Islamic and even Buddhist places of worship; can be found in communities across the area.

Economy:
Real estate in the area is moderately priced as are utilities. Tourism is a developing economic force in the area. In recent years, several wineries and craft breweries have opened, adding to the tourism opportunities in the region.

Healthcare:
Healthcare facilities serving the area include full facility IU Health Bedford Hospital and St. Vincent Dunn Hospital, in Bedford, along with full service hospitals and medical practices in Bloomington. Services at these hospitals include cardiac units, oncology and neonatal units. Other hospitals providing care in the general area of the Hoosier include Perry County Memorial in Tell City, Indiana; Deaconess in Evansville, Indiana; and University of Louisville Hospital in Louisville, Kentucky. All the hospitals provide 24-hour emergency room physician coverage and specialists.

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Non-Discrimination Statement
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 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.

HOOSIER NATIONAL FOREST

Visitor Services Information Assistant
GS-1001-4/5

Return by October 27, 2016.

E-mail: acrain@fs.fed.us Fax: (812) 279-3423
Mail: Andrea Crain
Hoosier National Forest
811 Constitution Avenue
Bedford, IN 47421

PERSONAL INFORMATION

Name:_____**Date:**_____

Address:_____
_____
_____

Phone: _____**Email address:**_____

Are you currently a Federal employee? **Yes**_____**No**_____

If YES, CURRENT REGION/FOREST/DISTRICT:_____

CURRENT SERIES AND GRADE:_____

CURRENT POSITION TITLE:_____

AGENCY EMPLOYED WITH: _____**USFS** _____**BLM** _____**OTHER:**_____

TYPE OF APPOINTMENT: _____**PERMANENT** _____**TEMPORARY** _____**TERM**
_____**VRA** _____**PWD** _____**OTHER**

IF NOT A CURRENT PERMANENT (CAREER OR CAREER CONDITIONAL) EMPLOYEE, ARE YOU ELIGIBLE TO BE HIRED UNDER ANY OF THE FOLLOWING SPECIAL AUTHORITIES:

_____PERSON WITH DISABILITIES
_____VETERANS RECRUITMENT ACT
_____DISABLED VETERANS W/30% COMPENSABLE DISABILITY
_____VETERANS EMPLOYMENT OPPORTUNITIES ACT OF 1998
_____FORMER PEACE CORPS VOLUNTEER
_____PATHWAYS
_____OTHER _____

Thank you for your interest in this position.