



## *OUTREACH NOTICE*

*Data Management*

*Support Specialists*

*GS-0301-09*

*Intermountain Region, R4*

*Salmon-Challis National Forest*

*Please Respond by November 15, 2016*



The Salmon-Challis National Forest is looking for a Data Management Support Specialists. This notification is to inform prospective applicants of this upcoming opportunity and to determine interest in the position.

***Position:*** Data Management Support Specialists

***Series/Grade:*** GS-0301-09

***Duty Station:*** Forest Supervisors Office, Salmon, Idaho

***Tour of Duty:*** Permanent Full Time

***Housing:*** Government quarters are not available at this time.

***Duties:***

Responsible for the organization, maintenance, and consistency of data for database systems, including Infra modules. Makes determinations on Forest mandatory and required data fields, developing data field definitions and assigning user roles. Uses the full range of digital data collection techniques and performs scanning, digitizing, and other support functions, as needed, to identify changes to ensure a correct and complete tabular database. Corrects data discrepancies, troubleshoots errors, and documents database modifications.

Produces lists of assets due for real property inventories and/or condition surveys for engineering personnel. Enters and compiles results of inventories and surveys for upward reporting purposes.

Develops queries and updates, program routines, and reports to expedite processing of resource and management data. Resolves errors and ensures accuracy of information. Validates data to ensure consistency across the Forest (i.e., collection, inventory, input, and reporting) and that it meets Regional and national requirements.

Assists with the organization and maintenance of resource information and data to facilitate analysis involving but not limited to roads, trails, bridges, dams, recreation and administrative sites, and related infrastructure. Coordinates with Forest GIS specialists in the identification and resolution of data errors and inconsistencies. Performs reviews to ensure that tabular and geospatial data is accurate and properly integrated. Produces GIS work products in support of project analyses, travel management planning efforts, contract package development, and similar endeavors.

Assists the Forest Engineer with monthly budget tracking of engineering roads and facilities program expenditures across the forest. Performs miscellaneous small purchases (micro-purchases) for the engineering team.

**Transfer of Station:** TOS is authorized for this position. Entitlements for payment of basic moving expenses, as required and to the extent allowed by the Federal Travel Regulations (FTR) 302-3.101, are authorized for eligible applicants changing duty station when the change meets the distance tests as provided in FTR 302-1.1 and 302-2.6. In addition, the following relocation benefits are available: house hunting trip, temporary quarters.

**Contact Information:** Interested applicants or those desiring further information about the position may contact Michael Carroll, Forest Engineer, 208-768-7444 or at [mdcarroll@fs.fed.us](mailto:mdcarroll@fs.fed.us).

**To Respond to this outreach:**

- Fill out attached response form
- Provide a brief Resume
- Provide a narrative to include experience related to the duties as described above.

**About the Forest:** Visit the Forest webpage at: <http://www.fs.fed.us/r4/sc>

The Salmon-Challis National Forest covers over 4.3 million acres in east-central Idaho. The Forest is bordered by the Bitterroot Range on the border with Montana to the east, and to the west includes over 1.3 million acres of the Frank Church-River of No Return Wilderness.

Rugged and remote, this country offers adventure, solitude and breathtaking scenery. The Forest also contains Mt. Borah, Idaho's tallest peak and the Wild & Scenic Salmon River and Middle Fork of the Salmon River. The area is a highly desired destination for hunting, fishing, white-water rafting and many other popular recreational pursuits. The Forest features diverse, rough topography, geologic conditions, and miles of streams with anadromous fish spawning habitat creating a highly complex land management situation. The Forest Supervisor's Office is located in Salmon, Idaho. There are currently six administrative units on the Forest: Salmon/Cobalt, North Fork, Leadore, Challis/Yankee Fork, Lost River and Middle Fork Ranger Districts.

**About the Town:**

Salmon is the heart of the Salmon River Valley, surrounded by three mountain ranges, situated at the junction of Idaho State Highway 28 and U.S. Highway 93, and at the forks of the Lemhi and Salmon Rivers. The town has a population of about 3,100 and is the seat of Lemhi County which has a population of 8,000. The main industries are ranching, mining, timber and recreation. Salmon is known as the "White Water Capital of the World" serving as the hub of personal and outfitter, jet boat and rafting river activities. At 4,000 feet elevation, the surrounding terrain varies greatly from rolling, arid hills to steep, forested slopes.

**Climate:** Salmon enjoys a dry, warm climate during the summer and fall months with daily highs averaging between 75 to 95 degrees, and nightly lows from 45 to 60 degrees. The climate in winter is ideal for snow sports, the lowest temperatures averaging from 14 to 25 degrees with occasional sub-zero readings.

**Shopping and Services:** Salmon is a self-contained community with a full variety of shopping, business, medical, and professional services. In addition to basic services, there are a variety of specialty shops and art galleries. Salmon also has nursing and residential care facilities, hospice and a spectrum of social services. Also, most service clubs and associations are represented. The public library offers computer and other services.

**Medical:** The City of Salmon has a local 30-bed community hospital affiliated with the major hospital of Missoula, Montana, and provides Life-Flight helicopter, EMT, Search and Rescue units, physicians, dentists, optometrists, and also specialist affiliations with the Western Montana Medical Clinic.

**Schools:** A variety of pre-schools and day-care centers are available in addition to the elementary, junior and senior high schools. The schools offer numerous extra-curricular activities and sports, and strive for quality education with creative, athletic, and scholastic achievements. Adult education classes are also offered yearly.

**Transportation:** The Salmon Valley Airport provides charter services, is equipped with night-lights and can accommodate executive jets and other small aircraft. Major commercial airports are located within 160 miles.

**Housing:** There are four motels in Salmon and various bed and breakfast accommodations in the surrounding vicinity. A typical three-bedroom house costs \$150,000 and up. Monthly rental for a typical three-bedroom home runs around \$700. Several real estate offices are available. There are also mobile home parks and two in-city campgrounds.

**Churches:** Salmon has an active church community, school, and fourteen churches representing a large variety of denominations.

**Entertainment and Activities:** A wide assortment of entertainment is provided by various organizations throughout the year. The Salmon Arts Council provides events for the community presenting a wide range of performers in music, theater, and dance, visual art shows and sales, artist workshops, juried art exhibitions, and other programs for the local schools. The Sacajawea Center offers numerous historical programs and activities. Other celebrations include the Salmon Marathon, the Spokes and Chrome Car Show, Fourth of July Salmon River Days, Lil' Britches Rodeo and the Lemhi County Fair. Salmon also has numerous restaurants, a movie theater, and a fitness center. Recreation facilities include a nine-hole golf course, tennis courts, bowling alley, baseball diamonds and an outdoor community swimming pool.

**Recreation for Salmon and Challis Areas:** The Salmon River and the Middle Fork of the Salmon River, federally protected as Wild and Scenic Rivers, are renowned for white-water rafting, kayaking, floating and jet boating. Outfitter and guide services are offered and both Salmon and Challis serve as gateways to the Frank Church-River of No Return Wilderness, encompassing 2.4 million acres, the largest wilderness in the United States outside of Alaska. The primitive mountain area provides spectacular and abundant hunting (white-tailed and mule deer, elk, bighorn sheep, mountain goats, bear, moose, and cougar). Many species of game birds and waterfowl can also be found. Fishing (trout and steelhead) is open virtually all year. Miles of groomed trails and routes are prepared for cross-country skiing and snowmobiling while down-hill skiing, ice fishing and other winter fun can be enjoyed nearby. Salmon is 40 miles south of the Lost Trail Ski Area and within 140 miles of the world-famed Sun Valley Ski Resort. Salmon offers hiking and wilderness walks, camping and picnicking, rock hounding, prospecting, bird watching, photography, hot springs, back-country air tours, guest ranches, mining ghost towns and museums, all adding to the immense opportunity for pleasure and adventure to be had by avid sportsmen and casual outdoor enthusiasts alike. For more information on the area visit [SalmonIdaho.com](http://SalmonIdaho.com).

**OUTREACH NOTICE FORM**

**Data Management Support Specialists  
Forest Supervisor's Office  
Salmon-Challis National Forest  
GS-0301-09**

Please return your completed response form by November 15, 2016

If you are interested in this opportunity and/or plan on applying for this vacancy, please return this Outreach Response Form electronically to [mcdcarroll@fs.fed.us](mailto:mcdcarroll@fs.fed.us) or mail to Michael Carroll, SCNF, 1206 S. Challis Street, Salmon, ID 83467.

Your Name: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

If Current Federal Employee, Agency Employed With: \_\_\_ USFS, \_\_\_ BLM, \_\_\_ OTHER \_\_\_\_\_

If Current Federal Employee, Type of Appointment: \_\_\_ Perm \_\_\_ Temp \_\_\_ Term  
\_\_\_ VRA \_\_\_ PWD \_\_\_ Other

Current FS Employee, Region/Forest/District: \_\_\_\_\_

Current Series and Grade: \_\_\_\_\_

Current Position Title: \_\_\_\_\_

Please briefly describe your qualifications/interest for this position: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you are not a current permanent (career or career conditional) employee, indicate if you are you eligible to be hired under any of the following special authorities:

- \_\_\_ Person with Disabilities
- \_\_\_ Veterans Readjustment
- \_\_\_ Disabled Veterans with 30% Compensable Disability
- \_\_\_ Veterans Employment Opportunities Act of 1998
- \_\_\_ Former Peace Corps Volunteer
  
- \_\_\_ Other \_\_\_\_\_

How did you learn of this vacancy? \_\_\_\_\_

*Thank you for your interest and response!*