

OUTREACH and ANNOUNCEMENT

Support Services Specialist

GS-0342-6/7

Announcement Number:
PERM-OCR-0342-0607-SSS(S)-G

Introduction:

The Mark Twain National Forest will soon be filling one Support Services Specialist position, GS-0342-06/07, located on the Ava/Cassville/Willow Springs Ranger District in Ava, Missouri.

Vacancy Announcement:

The vacancy announcement for this position is posted on the U.S. Government's official website for employment opportunities at, www.usajobs.gov under vacancy announcement **PERM-OCR-0342-0607-SSS(S)-G**. This job is open to “**status candidates**”. This is an Open Continuous vacancy announcement. Those that wish to be considered for this position must apply to the vacancy announcement by **March 4, 2011**. Applicants should also be sure to select **Ava, MO** as a preferred duty location. The Referral List for this position will be issued to the selecting official shortly after March 4, 2011. All applicants who have applied to the announcement on or before the listed date and are found to be qualified and in the quality group will be referred for consideration.

Interested applicants, or those desiring further information, should contact District Ranger Jenny Farenbaugh at (417) 683-4428.

Major Duties:

This position provides administrative and clerical support to the Ava/Cassville/Willow Springs District office. Serves as a principal assistant to the District Ranger with responsibilities that include payroll, travel, seasonal and permanent staffing actions, visitor information services, purchasing/procurement, sales/collections, budgeting, facility administration, records & correspondence management, other duties as assigned and overall office management for the Ranger District. The successful applicant is responsible for the supervision of up to two lower graded employees.

The Organization:

The Mark Twain National Forest is made up of six ranger districts, mainly located in the southern half of the state. The Forest Supervisor's Office is located in Rolla, Missouri. The Ava/Cassville/Willow Springs Ranger District contains approximately 314,000 acres of the Mark Twain National Forest total of approximately 1.4 million acres. The forest is comprised mainly of upland hardwoods and associated shortleaf pine. A full range of management activities on the forest include timber harvest and regeneration activities, TSI, prescribed fire, developed and dispersed recreation, outfitter and guiding, and mining.

District Information:

Click the following link:

[Mark Twain National Forest - Ava Ranger District - US Forest Service](#)

The A/C/W RD covers approximately 314,000 acres of Federal Ownership. It is located in seven southwestern Missouri counties: Barry, Christian, Douglas, Howell, Ozark, Stone, and Taney.

A/C/W RD hosts 30 PFT positions. The District program of work includes management of the largest acreage of Federally owned glades in the State of Missouri; management of three State Natural Areas; timber harvesting for utilization and other resource objectives; three recreation fee demo campgrounds (one of which connects to 80 plus miles of ATV and motorcycle trails), two day use areas, three National Forest Scenic Byways, one national recreation trail and many dispersed recreation opportunities. The program of work also includes the management of three Wilderness Areas: Hercules Glades – 12,315 acres (Ava unit); Piney Creek – 8,142 acres (Cassville unit); and Devil’s Backbone – 6,595 acres (Willow Springs unit); special uses management is increasing with the emphasis in road access, recreation events, utilities and commercial outfitter and guide uses. The District fire program averages approximately 40 to 60 wildfires per year with a prescribed fire goal of over 10,000 acres per year.

There are numerous non-recreational caves on the District and Forest, managed for various Threatened, Endangered and Sensitive species. An active heritage program exists on the A/C/W RD. It is rich in cultural resources including Native American, Civil War and Civilian Conservation Corps history.

Ecosystems on the District include cedar glade, oak, oak-pine, and pine forests, oak savanna, and open woodlands. The terrain ranges from the rough breaks and dissected hill country to the flat plains. Walking conditions can range from open park like conditions to steep slopes with dense mid and understories.

The Missouri summers average 77° F, however, occasionally the temperatures have reached 100° F and above in July and August. Winters have an average temperature of 37 °F. Temperatures may drop below 0 degrees for short periods of time.

COMMUNITY INFORMATION:

Ava, Missouri has a population of approximately 3,000 and is located in south central Missouri in the heart of the Missouri Ozarks in Douglas County (population est. 15,000). It is 60 miles southeast of Springfield, Missouri, 13 miles south of U.S. Route 60 and 60 minutes East of Branson, Missouri. Branson is just a stone’s throw from our units of Ava and Cassville. Ava is the Douglas County seat. It is a full service community.

Recreation: Outdoor recreation opportunities abound and include fishing, hunting, equestrian riding, hiking, nature watching, camping, mountain biking, and boating. Ava is 45 to 90 minutes from Table Rock Lake, Lake Taneycomo, and Bull Shoals lakes for boating and fishing. A municipal pool is located in the town of Ava and a private pool exists at the Ava Country Club. Other facilities and amenities available in Ava include: the newly built MOCH Wellness Center; playgrounds; a variety of children’s sports programs, such as softball, baseball, soccer, basketball, and football; a 9-hole country club golf course (grass greens), and tennis courts. Ava is also the home of the Missouri Fox Trotting Horse Breed Association, which is the only place in the world where a fox trotter can be registered.

Industry: Primarily rural-agricultural with the emphasis on dairy farms, cattle ranching, sawmills and small business. Copeland Manufacturing is Ava's only large industrial plant.

Airport: Ava is home to the Ava Bill Martin Memorial Airport. This airport is publicly owned by the City of Ava and accommodates small aircraft.

Real Estate: Homes in the Ava community and surrounding areas range from \$45,000 to \$150,000 plus; some include acreage. The majority are two to three bedroom homes. Rental houses are difficult to obtain, rental rates are \$300 to \$650 per month plus utilities. There are four trailer parks in the area. Buildable land at reasonable prices is available. *No government quarters are available.*

Education: Education opportunities include public and private, primary and secondary schools. In addition, Drury University and Missouri State University have satellite extensions in Ava. The Ava High School has AAA classification and hosts a vocational education program. Douglas County Public Library is also located in Ava.

Medical care: Multiple health and dental care providers are available in Ava, such as St. Johns, Cox Health, and independent providers. However, the nearest hospitals and specialists are located in Springfield, Missouri. Residents of the Ava area are eligible to become members of Air Evac EMS, Inc., which operates Air Evac Lifeteam. This is the largest independently owned and operated membership-supported air medical service in the United States, conducting its operations through 95 mutually-supporting air medical bases across 14 states.

Shopping: Shopping opportunities are better than average for a town of this size. Ava hosts a natural food store, Wal-Mart, antiques stores, archery shop, and a variety of restaurants. In addition, Ava is approximately one hour from Springfield and Branson and is within 1 ½ hours of Bass Pro Shop in Springfield. Branson is world famous for musical shows and Silver Dollar City. There are four banks with full banking facilities and three full service savings and loan establishments as well. Movie goers have access to one theater in Ava.

Churches and civic organizations: Churches of many denominations, such as Catholic, Methodist, Christian, several Baptist Churches, Church of Christ, Assembly of God, Church of God, Lutheran, Church of Latter-Day Saints, Seventh-Day Adventist, and Pentecostal, can be found in Ava. Civic organizations include Lion's Club, Rotary, and Kiwanis Clubs.

More information about the Ava/Cassville/Willow Springs Ranger District and the community of Ava can be found at:

<http://www.fs.usda.gov/mtnf>

<http://www.avachamber.org/>

The Process:

Applications for this position are being processed through an on-line applicant assessment system that has been specifically configured for USDA Forest Service applicants. Even if you have already developed a resume in USAJOBS, you will need to access this on-line system to complete the application process. This position is advertised under an open and continuous vacancy announcement **PERM-OCR-0342-0607-SSS(S)-G. This job is open to "status candidates". Selection will be made during March/April 2011 and in order to receive consideration applicants must apply through AVUE, and have applications successfully submitted by COB March 4, 2011.**

Please read the vacancy announcement thoroughly and follow all instructions to ensure proper consideration. If you are unable to apply on-line or have questions about the meaning of items in the vacancy announcement, please contact Human Resources Management at 1-877-372-7248.

For additional information about this opportunity please contact:

District Ranger Jenny Farenbaugh

Internet: jfarenbaugh@fs.fed.us

417-683-4428

If you are interested in applying for this position, please complete and return the attached Outreach Response Form by March 4, 2011. Upon completion, please e-mail it to Jenny Farenbaugh (Subject: Support Services Specialist), or fax it to her attention at 417-683-5722. **Remember to apply through AVUE.**

We look forward to hearing from you!

Outreach Response Form

I am interested in this position on the Mark Twain National Forest.

Position Title/Series/Grade: **GS-0342-06/07, Support Services Specialist, Ava/Cassville/Willow Springs Ranger District**

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 READJUSTMENT
- _____ DISABLED VETERANS W/30% COMPENSABLE DISABILITY
- _____ VETERANS EMPLOYMENT OPPORTUNITIES ACT OF 1998
- _____ FORMER PEACE CORPS VOLUNTEER
- _____ STUDENT CAREER EXPERIENCE PROGRAM
- _____ OTHER _____

Thank you for your interest!

Please submit this form via email to jfarenbaugh@fs.fed.us (Subject line: Support Services Specialist) or FAX to 417-683-5722, or send to address below.

Mark Twain National Forest

Ava/Cassville/Willow Springs Ranger District

Attn: Jenny Farenbaugh

P.O. Box 188

Ava, Mo. 65608