



2013 Seasonal Positions



USDA Forest Service, R-2 (Rocky Mountain Region)
Black Hills National Forest, SD; Mystic Ranger District

The Mystic Ranger District may be advertising and filling several Temporary positions for the Rapid City and Hill City, SD offices.

Archeological Aid/Technician (GS-0102-3/4/5); contact A. Dawn Laybolt 605-716-1882

Primary duties include archaeological survey, site documentation, and site monitoring. Candidates must be able to conduct fieldwork for long hours in rugged terrain in often remote areas during inclement weather and be able to carry equipment and supplies weighing up to 40 lbs. Equipment use will include topographic maps, GPS units, cameras, compass, and may be asked to drive UTV's, 4X4 trucks.

Duty location is Rapid City, SD.

OCR #'s: TEMPOCR-102-04-ARCHTECH-DT / TEMPOCR-102-05-ARCHTECH-DT

Note: the announcement/OCR number for the GS-3 position is not yet available. Please contact Mary Reedy at 605-716-1859 for updated information.

Biological Science Technician (GS-0404-4/5) Botany; contact Kelly Warnke 605-716-1978

Assists in the acquisition of field data by measuring and recording pertinent biological information peculiar to the specific assignment. Assists in the layout of experimental plots by taking measurements and marking corners and boundaries. Uses botanical key to identify plants encountered during field trips or surveys of Forest areas. Assists in the collection, handling, and preservation of specimens. Records all biological data pertinent to collections and preservation.

Duty location is Rapid City, SD.

OCR #: TEMPOCR-0404-4-PLANTS-DT

Note: the announcement/OCR number for the GS-5 position is not yet available. Please contact Mary Reedy at 605-716-1859 for updated information.

Biological Science Aid (GS-0404-3) Wildlife; contact Lou Conroy 605-716-1872

Assists technical or professional personnel in performing various routine field tests employing standard biological techniques. Independently does routine repetitive tasks on experiments or tests. Performs a variety of simple and routine tasks. Receives training and assists in experiments that are more complex. Field work is required.

Duty location is Rapid City, SD.

OCR #: TEMPOCR-0404-03-GEN-DT

Range Aid/Technician (GS-0455-3/4/5); contact Gene Bolka 605-716-1857

The primary duties associated with this position include the inventory and treatment of noxious weeds, construction of range improvement structures (fences, water developments) and assisting with vegetation surveys. The types of tools used to complete these tasks include: maps, GPS units, cameras, weather meters, hand tools, power tools, chainsaws, backpack spray units, ATV's, UTV's, 4X4 trucks and trailers. Individuals will receive training, gain basic plant identification skills and become a certified pesticide applicator.

Duty location is Rapid City, SD.

OCR #'s: TEMPOCR-0455-03-RANGE-DT / TEMPOCR-0455-4-RANGE-DT / TEMPOCR-0455-5-RANGE-DT

Forestry Aid/Technician (GS-0462-3/4/5) Recreation; contact Ben Schumacher 605-716-1977

Contacts visitors to provide information about recreation regulations, opportunities, and current restrictions. Provides information on resource management practices in the area. Checks for compliance with regulations, issues notices for common violations, and reports other violations to supervisor. Assures recreation area and trails are maintained in accordance with standards. Constructs and rehabilitates minor recreation facilities and trails. Makes safety checks of public use areas and takes corrective action. Depending on grade, may direct or lead one or two lower grade employees engaged in recreation maintenance and/or contract work.

Duty location is Rapid City, SD.

OCR #'s: TEMPOCR-0462-03-GEN-DT / TEMPOCR-462-4-REC-DT / TEMPOCR-462-5-REC-DT

Forestry Aid/Technician (GS-0462-3/4/5) Trails; contact Ben Schumacher 605-716-1977

Employee is a crew member or leader for duties in support of programs in recreation and wilderness management with the ability to hike long distances in a remote setting. Duties include maintaining and constructing trails, installing waterbars, livestock guards, and/or bridges, using various tools and equipment. Performs trail log, condition surveys, trail clearing, and reconstruction. Patrols trails to ensure operation, use, and maintenance in accordance with standards. Uses tools such as chain saws, crosscut saws, adze, axes, and hand tools, and may operate ATV's, UTV's, 4X4 trucks and trailers.

Duty location is Rapid City, SD.

OCR #: TEMPOCR-0462-03-GEN-DT

Note: the announcement/OCR numbers for the GS-4/5 positions are not yet available. Please contact Mary Reedy at 605-716-1859 for updated information.

Office Automation Clerk (GS-0326-3); contact Lisa Sanders 605-716-2059

Duties include greeting visitors, answering telephones, and providing routine information about the forest and immediate area. The incumbent will also serve as a collection officer for the District. Other duties involve performing data entry and typing tasks as needed, as well as preparing and processing correspondence, reports, and records, hard-copy and electronic filing; records inventory, and mailing and shipping tasks.

Duty location is Rapid City, SD.

OCR #: TEMPOCR-326-3-CLERK-DT

Forestry Aid/Technician (GS-0462-3/4/5) Timber; contact Lou Howey 605-716-1907

Takes and or records basic measurements such as compass readings, distance measurements, tree heights, tree diameters, tree growth, and determines common species. Receives training on marking trees for cutting using tools such as Spiegel Relaskop, clinometer, compass, chain, diameter tape, increment borer, electronic field data recorder, etc. Selects and marks individual trees for harvest using well defined marking guidelines, silvicultural prescriptions, and specific instruction. Estimates individual tree volume by established methods. Traverses harvest units, produces maps. Designates sale area and cutting unit boundaries on the ground. Depending on grade, may provide leadership and direction to a crew performing a variety of field measurements, collection and monitoring tasks.

Duty location is Rapid City, SD.

OCR #: TEMPOCR-0462-03-GEN-DT

Note: the announcement/OCR numbers for the GS-4/5 positions are not yet available. Please contact Mary Reedy at 605-716-1859 for updated information.

**Forestry Aid/Technician (GS-0462-3/4/5) Fire; contact Mike Park 605-716-1874 (Rapid City)
Jeremy Dalman 605-574-2827 (Hill City)**

These positions are part of a wildland fire crew, performing wildland firefighting work on an engine. These crews perform work directly related to wildland fire suppression, preparedness, prevention, and hazardous fuels reduction with responsibility for the operation and maintenance of specialized tools or equipment. The District consists of two Duty Stations that are staffed with a total of Five Wildland Fire Engine Modules. On average, the

Mystic Engine Modules respond to approximately 60 Wildland Fires each year in our local area. In addition, they frequently travel to other parts of the country to provide assistance wherever there is a need.

Duty location is Hill City, SD and/or Rapid City, SD.

OCR #'s: TEMPOCR-0462-03-FIRE-DT / TEMPOCR-0462-4-ENGINE-DT /
TEMPOCR-0462-05-ENGINE-DT

CONDITIONS OF EMPLOYMENT

Successfully complete the WORK CAPACITY TEST (WCT) for **Wildland Firefighters**. Based on the type of work performed, TAKING and PASSING the WCT at the ARDUOUS level is a "condition of employment." The Arduous fitness (Pack) Test consists of a three (3) mile hike, within forty-five (45) minutes, while carrying a forty-five (45) pound pack.

Limited housing is available for seasonal positions on a first come, first serve basis.

BLACK HILLS NATIONAL FOREST

The Black Hills National Forest is 1.2 million acres of forested hills and mountains. It is 110 miles long and 70 miles wide, approximately 87 percent of which are in South Dakota and 13 percent in Wyoming. The Black Hills has been a special place for many to come for physical and spiritual renewal. The name "Black Hills" comes from the Lakota Sioux words, Paha Sapa - "hills are black". Some unique features in the area include Devils Tower National Monument, Mount Rushmore National Monument, Crazy Horse Mountain, Wind Cave National Park, Jewel Cave National Monument, Badlands National Park and Custer State Park.

MYSTIC RANGER DISTRICT

The Mystic Ranger District encompasses approximately 356,000 acres in the central part of the Black Hills. Timber harvest (and related silviculture activities) is the largest resource program on the district. The district also has very active programs in lands and minerals, wildlife habitat improvement, recreation, fire, cultural resources, and livestock grazing. Game species on the district include white-tailed deer and mule deer, Rocky Mountain elk, Merriam's turkey and ruffed grouse. Bunkhouse facilities are available on a limited basis.

COMMUNITY of Rapid City, South Dakota

Rapid City, at an elevation of 3,200 feet, lies along the eastern edge of the Black Hills. It is the major population and retail center for the region. Rapid City has a population of over 60,000 and is a rapidly growing and vibrant community. This modern city offers a Regional Hospital, the Regional Eye Clinic, Neurology Center and Sleep Clinic, 27 parks with many connected by a 20 mile city bike path, Ellsworth Air Force Base, the South Dakota School of Mines and Technology, National American University, scores of local and national chain restaurants, 90 churches, two public high schools/four middle schools/17 elementary schools, and several shopping malls.

Rapid City, bisected by Interstate I-90, serves as the hub for dozens of tourist destinations in the Black Hills and is a popular stopping point for visitors passing through on their way to Yellowstone National Park, Wyoming and Montana. Three major airlines serve the Rapid City Regional Airport.

The climate is great- sunny, low humidity with summer daytime highs in the 80's and winter daytime highs in the 30's. Rainfall averages 17 inches per year and snowfall 32 inches.

Five National Park system destinations are adjacent to or within 50 miles of the Black Hills National Forest. These include Mount Rushmore National Monument, Wind Cave National Park, Jewel Cave National Monument, Badlands National Park, and Devils Tower National Monument. In addition, the nation's second largest state park, Custer State Park, is located in the southeastern Black Hills area.

There are several websites with information on Rapid City and the Black Hills. A few are listed below:

<http://rapidcity.areaguides.net>
www.rcgov.org
www.rcas.org
<http://rapidcitypubliclibrary.com>

HOW TO APPLY

These appointments are temporary seasonal positions. The vacancy announcements/OCR's are posted on USAJOBS at www.usajobs.gov/.

To apply for a job, there are four basic steps:

1. Create an account - Enter your profile information and create a resume. Please note that you do not need to create a "My Account" to search for jobs, but you must create an account to apply for jobs online. You will need to request a user ID and password. Allow yourself at least two days before the application deadline to complete this process to ensure you have time to get your application submitted.
2. Search jobs - Use basic search to enter in job and location keyword information from the USAJOBS home page or the advanced search function. Review the job opportunity announcements and note of those of interest. Carefully review the "Qualification and Evaluation" section to determine whether you will qualify for the position. You must identify Rapid City, SD and/or Hill City, SD as locations specific to the above listed positions.
3. Apply for jobs - Carefully follow the instructions in the "How to Apply" section for each announcement. Submit any additional documentation to verify your qualifications such as transcripts, SF-50 Notification of Personnel Action, and/or Veterans' Form DD-214. You may store up to five uploaded or "resume builder" created resumes.
4. Manage Your Career - Log into your account to obtain application status for positions for which you have applied. Contact the agency for specific follow-up questions or those related to the particular job. The agency contact information is listed on the right hand side of the announcement.

If you are interested in working as part of the Mystic Ranger District and would like more information, contact Mary Reedy or Lisa Sanders at 605-343-1567.

To learn more about these and other seasonal job opportunities on the Black Hills National Forest, please attend our Seasonal Employment Open House on January 15 and/or January 22, 2013, 5:00 to 8:00 P.M, at the Mystic Ranger District office, 8221 South Highway 16, Rapid City, SD. Representatives from various departments will be available to provide additional information and speak with prospective applicants. As a part of the Open House, we are hosting an application workshop to answer questions about the Federal application process.

For more information about the Open House, please contact Lisa Sanders at 605-343-1567.