



VACANCY ANNOUNCEMENT

*USDA Forest Service
Ashley National Forest
Support Services
Specialist*



The Ashley National Forest will soon be filling three (3) Support Services Specialist positions, GS-0342-6/7 (PFT), with a duty stations located in **Duchesne, Vernal, and Manila, Utah**. If you are interested in being considered for one these opportunities please apply online at www.usajobs.gov using the following announcement number:

- ***14OCP-342-SSS-6/7R4G for Status Candidates (Merit Promotion and VEOA Eligibles)***

We will be pulling a referral list on January 17, 2014 so applications must be submitted before that date.

Position: Support Services Specialist, GS-0342-6/7

Duty Stations/Points of Contact:

- Duchesne, UT – Kristy Groves (435) 781-5203, kgroves@fs.fed.us
- Vernal, UT – Karen Keiborz (435) 781-5136, kkieborz@fs.fed.us
- Manila, UT – Rowdy Muir (435) 781-5258, rmuir@fs.fed.us

Job Duties:

The Support Services Specialist (SSS) reports to the District Rangers in Manila and Duchesne and to the Program Support Specialist in Vernal. The SSS provides advice, counsel, and/or instruction to staff members on both work and administrative matters. Plans, directs and coordinates a variety of office service programs that principally support office functions. Services that the SSS will oversee include (but are not limited to) correspondence data base, communications, procurement of administrative supplies and equipment, printing, reproduction, property management, space management, records management, mail service, front desk operations, quarters and office equipment maintenance. The SSS may serve as the Contracting Officer's Representative for lease and janitorial contracts. The SSS will supervise or have the potential to supervise both seasonal and permanent employees. The SSS will also provide informal feedback and

evaluate employee performance.

The SSS will provide oversight and coordinate cost pool accounts with the budget officer to provide information, monitor budgets, and submit requests or changes.

The SSS will make interpretations, decisions, and provide advice to the district and supervisor's office staff in applying laws, regulations, directives and policies to the solution of a wide variety of administrative problems dealing with acquisitions, payroll, human resources, volunteer resources, partnerships, etc.

The Region:

The Intermountain Region (R4), with offices located in Ogden Utah provides administrative oversight and support to thirteen National Forests and one National Grassland in [Utah](#), [Nevada](#), eastern [California](#) western [Wyoming](#), and southern and central [Idaho](#) and covers 31,816,792 acres in the National Forest Systems. There are approximately 2200 permanent employees in Region 4.

The Forest:

Ashley National Forest – <http://www.fs.fed.us/r4/ashley>.

Ashley National Forest has its headquarters in [Vernal](#), Utah; it comprises 1.3 million acres located in the northeastern portion of [Utah](#) and southwestern portion of Wyoming. National Forest System lands are located in three major areas: the northern and southern slopes of the Uinta Mountains, the Wyoming Basin, and the Tavaputs Plateau.

The Ashley National Forest is bordered by the Uintah and Ouray Ute Indian Reservation, the Uinta and Wasatch-Cache National Forests, private property, and lands administered by the Bureau of Land Management and State of Utah. Dinosaur National Monument is located approximately 10 miles east of the Forest.

The Ashley National Forest was established by President Theodore Roosevelt in 1908. Its forest and range lands are protected and managed to ensure timber, grazing, minerals, water, and outdoor recreation for the American people.

The vast Uinta Mountains watershed within the Forest boundary provides vital water supplies for power, industry, farm, and city use in Utah, Nevada, Wyoming, and California. Sheep, cattle, and horses graze under permit on over a half million acres of the Forest each season. Timber is managed in harmony with other resources to insure a continuing supply and a quality environment. Over 2.5 million visitors come to the Forest each year to participate in outstanding outdoor recreation activities, such as boating, fishing, camping, hiking, backpacking, horseback riding, cross-country skiing, and snowmobiling.

Forest landscape ranges from high desert country to high mountain areas. The elevation varies from a low of 6,000 feet to a high of 13,528 feet above sea level at the summit of Kings Peak.

Topographical diversity and intensive land management has served to protect the

visual quality on the Forest. The existing vegetation patterns and the geological formations further add to the aesthetic value. The Forest boundaries include places such as the Sheep Creek Geological Area, the High Uinta Wilderness area, the Green River, and the Flaming Gorge National Recreation Area.

Duchesne/Roosevelt Ranger District:

The Duchesne/Roosevelt Ranger District has 27 permanent employees and up to 32 seasonal employees and covers approximately 690,000 acres of National Forest land. There are 19 developed recreation sites and a number of dispersed sites, a wide variety of system trails, and lead management responsibilities for the 456,000 acre High Uintas Wilderness.

About Duchesne, Utah

Duchesne (pop. approximately 1700) is a fast growing community with a high quality of life located within the Uintah Basin. Duchesne is located about two hours East of Salt Lake City, Utah, a half hour west of Roosevelt, UT and an hour west of Vernal, UT. The main street in Duchesne is U.S. Highway 40, which is one of the main routes between Denver, Colorado and Salt Lake City, Utah. Main Street was recently renovated to include, brick sidewalks, unique gas lamp style lighting, park benches and shrubbery. Starvation State Park/Reservoir is located just outside of the city limits.

Schools

Elementary School – Kindergarten through 6th Grade.

High School – Grades 7 through 12.

Utah State University-Uintah Basin (Vernal and Roosevelt) offers 13 complete bachelor's degree programs and 7 complete master's degree programs. Uintah Basin Applied Technology College offers Certificates of Competency for technical, entry-level work.

Health Care

Duchesne has a small local clinic. In Roosevelt, 29 miles to the east, there is a fully staffed hospital and clinic with many doctors who specialize in all fields of medicine. There are also many dentists in Roosevelt. Duchesne has local EMTs, a Fire Department, and 911 services.

Housing

There is no Government housing available in Duchesne. There are a few homes for sale and rent. For current realty information, contact local real estate agencies.

Recreation

Duchesne has its share of parks that include tennis courts, baseball fields and picnic areas. There is a swimming pool and a bowling center. Duchesne offers a full range of spring,

summer, fall and winter activities. There is an old-fashioned County Fair and Rodeo each summer. There is boating, fishing and an annual Walleye Fishing Tournament at Starvation Reservoir 5-10 minutes northwest of town. Hunting includes deer, elk, moose, antelope, bear, pheasant and doves.

Churches

Churches that provide services in Duchesne include Catholic, Baptist, and Latter Day Saint.

Business/Shopping

Restaurants; Fast Food/Convenience Stores; Grocery Store; Automotive Repair; Service Stations; Hardware Store; Motels

Economic Base

Agriculture - Ranching and Farming, Oil Industry, and Tourism

Climate

Spring, summer, and fall are mild and beautiful, with temperatures reaching 90-95 degrees in July and August. Winter temperatures may go to 20 below zero in December and January.

About Vernal, Utah: Vernal has a population of approximately 8,000 people and the surrounding Uinta Basin population is approximately 20,000 according to 2000 census bureau data. The Uinta Basin is greatly influenced by the oil and gas industry, which is in the middle of a job boom, so the population numbers have noticeably increased over the past 6 years. Vernal is situated in northeast Utah about 35 minutes from the Colorado border (and Dinosaur National Monument) and 1.5 hours south of the Wyoming border. Flaming Gorge National Recreation Area on the Ashley National Forest is a neighboring district that is a good reference point for locating the area since it is easily discernible on most maps. Vernal is approximately 2 hours from ski resorts such as Park City, UT and Steamboat Springs, CO; and approximately 2.5 to 3 hours from cities along the Wasatch front like Salt Lake City and Provo, UT. The Vernal area has year-round recreation throughout the Uinta Mountains and Uinta Basin including fishing, hiking, mountain biking, whitewater rafting, motorized and non-motorized boating, camping, hunting, snowmobiling, cross-country skiing, and more. Vernal city has recreation leagues for sports such as basketball, softball, volleyball, tennis, soccer, and other activities like yoga and table tennis. There is no government housing in Vernal however there are several homes on the market in Vernal. For more information go to: <http://www.vernalchamber.com/>

About Manila Utah: <http://www.city-data.com/city/Manila-Utah.html>

Location: Daggett County has two towns, Manila and Dutch John, each with a year-round population of about 200. On busy summer holiday weekends the population can swell to several thousand. Manila is a popular summer home area and is becoming increasingly popular as a summer retirement destination. Essential services are available; such as,

groceries, fuel, lodging dining, ambulance, preventive healthcare, and law enforcement. A wider variety of services are available within 50 miles.

Daggett County: <http://www.daggettcountry.org>. Daggett County is a very scenic county, from the red rock cliffs of Sheep Creek bay to the splendor of the Uinta Mountains. Cutting through the eastern Uinta Mountains is the Green River. In the late 1950's and early 1960's the United States Government constructed the Flaming Gorge Dam, which created a lake 91 miles long with varying widths.

Flaming Gorge National Recreation Area, including the section of the Green River below Flaming Gorge Dam, is administered by the Ashley National Forest. This rugged wild land stretches from Wyoming high deserts, where herds of antelope play along the lake shore, to the forested slopes of Utah's Uinta Mountains. A diverse land of scenic beauty, Flaming Gorge lends itself to many memorable outdoor adventures.

Services: Accommodations, Camping, Restaurants and Snack Bars, Groceries, Gifts and Souvenirs, Fishing tackle and Licenses, Horseback Riding, Mountain Bike Rentals, Raft Rental, Scenic Float and Boat Trips, Fishing Guides, Boat Rentals, Marinas, Auto/Boat Fuel Services, and Great Hiking Trails are just some of the many services available in Dutch John.

About Daggett School District and Daggett County:

Daggett School District is located in Daggett County Utah, nestled against southern Wyoming and western Colorado. About 80% of the land is administered by the US Forest Service or the Bureau of Land Management. Daggett County has the smallest population (<900) in Utah, and our district, with approximately 150 students, is likewise the smallest in the state. Like other rural Utah counties, we are experiencing a declining population. Nevertheless, Daggett County is a wonderful place to raise a family. Our three schools include Manila Elementary, Flaming Gorge Elementary and Manila Jr.-Sr. High School. Our schools also serve students from McKinnon and Washam Wyoming, areas which lie just north of the state line.

HEALTH CARE: A doctor (fulltime) and dentist (intermittent) are in Manila to see patients. Dentists, doctors and medical centers, are available in Rock Springs, Green River, and Vernal. Hospitals are located in Rock Springs and Vernal. Manila and Dutch John are served by volunteer EMT's, ambulance, and emergency 911. A volunteer fire department serves the area and law enforcement is handled through the Daggett County Sheriff's Department.

CULTURAL EVENTS: Presentations are organized by local groups, such as high school and drama clubs. The 4th of July features fireworks celebration in Dutch John and the annual Daggett Daze celebration fills the Labor Day weekend with a variety of activities.

CHURCHES: Church of Jesus Christ of Latter-day Saints is available in Manila and Dutch John, along with a Baptist church in Manila. Many other denominations are available in Rock Springs, Green River and Vernal.

RECREATION OPPORTUNITIES: Boating and fishing are major recreational activities

available in the area. In addition to world-class lake trout (mackinaw), Flaming Gorge Reservoir provides excellent fishing for rainbow and cutthroat trout, kokanee salmon, small-mouth bass, and catfish. The Green River below the Dam is recognized as one of the finest trout streams in the world. Hiking and rafting are also popular on the river. The north slope of the Uinta Mountains provides numerous trout streams and lakes for those who like a more remote experience.

There are three marinas on the Reservoir and two lodges in the high country providing a variety of services. Community sports such as basketball, baseball, and volleyball are popular in the county.

Wildlife species in the area include elk, bighorn sheep, deer, antelope, bear, mountain lion, moose, three species of grouse, chukar, osprey, both bald and golden eagle, and river otter.

Cross-country skiing and snowmobiling, as well as mountain biking and hiking are enjoyed in the Flaming Gorge area.

CLIMATE: Elevation - 6300 Ft.

Length of growing season - 90 to 100 days (Approx. June 1 - Aug. 30)

Average summer temperature - 80 to 85 degrees

Average winter temperature - 20 degrees

How hot can it get - few days above 90 degrees (usually July/ August)

How cold can it get – minus 20 degrees (rare) (usually Dec./Jan.)

Annual precipitation - 8 to 10 inches

Does the wind blow a lot - yes (usually from passing cold fronts)

Humid or dry - dry

ECONOMIC BASE: Agriculture, including farming, cattle, and sheep, is the economic base. A new jail to house state prisoners was recently constructed and will provide some job opportunities. Many residents travel distances of 60 to 80 miles daily to the trona mines located near Green River and Rock Springs, Wyoming.

Businesses in Manila include a grocery store, one deli-convenience market, two service stations, two restaurants, three motels, and a KOA park.

Dutch John has two gas station / fast food / convenience stores, and there are two lodges with restaurants located approximately 6 miles away in the Greendale area of Utah.

HOUSING: Government housing may be available in Manila. There are few homes for sale in Manila and Dutch John. For current realty information contact local real estate agencies.