

NEW MEXICO HIGHLANDS UNIVERSITY – LUNA COMMUNITY COLLEGE

ARMAS/USDA – FRRRE/ACE

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INTERNSHIP JOB ANNOUNCEMENT

Posting Date: Summer 2011

Position: Biological Science Technician (Wildlife), GS-O4O4-O5

Position Number: A9034 FS01 62

Department: US Forest Service, Las Vegas, NM

Reports To: Carlos Lovato, District Watershed Specialist and Esther Nelson, District Wildlife Biologist

Job Type: Student Internship (To be determined after interview)

Rate: \$12/hr

Summer 2011: Up to 40 hrs/week

SUMMARY: This position is located on a Forest Service unit and performs duties in support of the wildlife management program.

Wildlife Management Support 50%

Individually, or as a crewmember or leader, conducts established wildlife-related projects. Constructs or completes habitat projects such as watershed development, fencing, or clearing areas to establish more desirable food or cover habitat. Inventories habitat conditions, needs and population of wildlife; gathers and compiles data through a variety of methods; analyzes information, and prepares reports of findings with appropriate recommendations.

Assembles information for development of wildlife management plans and coordination of wildlife needs for environmental analysis reports.

Biological Sciences Data Support 25%

Conducts the full range of technical support work, including conducting complicated tests, following standard procedures. Collects and analyzes data using methods that are well established. Makes procedural readjustments when problems occur, and note when test results are outside the normal range of tolerance or acceptability. Assignments often contain steps and processes that vary, depending on circumstances of the test. Calibrates, adjusts and operates a variety of complex equipment. Field duties include sampling in streams and lakes for fish and invertebrates. Captures and identifies fish, and records data.

Chart and Report Preparation for Biological Science Analyses 25%

Keeps comprehensive records and presents findings to supervisor for review and analysis. Keeps accurate records of results obtained from studies that involve procedures that are fairly well established, but often require a number of different procedural steps. Assesses the value of the data, and reports on the characteristics and quality if the source of the data. Some interpretation of data is required, and the technician must be able to understand and relate the significance of the results to overall study objectives.

Prepares charts and tables to display the data, and presents study results to the supervisor for further review and analysis.

OTHER SIGNIFICANT FACTS:

Performs other duties as assigned.

Factor 1-4 Knowledge Required by the Position

The position requires a knowledge of the technical methods and procedures to carry out (alone or as a fully functioning team or crewmember) a variety of wildlife management projects.

Knowledge of the basic principles of wildlife biology to assess readings and measurements taken, tests executed, observations made, work completed, samples collected, etc., to understand and relate the significance of the results to the higher objectives to which the activity is related.

Knowledge to operate complex equipment systems such as those with numerous components or parts which must be calibrated and synchronized to achieve desired results.

Factor 2- 2 Supervisory Controls

The supervisor or higher-grade employee makes continuing assignments by initially indicating, orally or through written work orders, such criteria as the amount of work expected, general explanation of what is to be done, advice on the location of reference material or work

samples, and the nature of the limits applicable to the assignments. The supervisor provides additional specific instructions for new, more difficult or unusual assignments or those that are not straightforward and/or repetitive.

Within established procedures, the aid or technician independently executes the task sequences associated with recurring and continuing work and makes adjustments to accommodate needed minor deviations in work methods. The sequence in which the employee performs recurring individual tasks within the assigned block of work typically is based on guidelines, precedent actions, and prior experience in performing the tasks. Unfamiliar situations or technical deviations from established practices are referred to the supervisor for guidance or resolution.

The supervisor or work leader assures that tasks completed, data developed, the methods used in securing and verifying data, and application of guidelines are technically accurate and in compliance with instructions and established procedures. Assignments with problems new to the aid or technician and/or which require special handling or guidance are checked in more detail to insure accuracy and to make certain that any special instructions were carried out properly.

Factor 3- 2 Guidelines

Procedures for doing the work have been established and a number of specific guidelines are applicable. These guides may range from complex, standardized, codified regulations, (such as Federal or agency manuals with agency, bureau, regional, and/or other supplements) to maps, blueprints, standing operating procedures oral instructions, equipment or instrument manuals, or standard scientific or technical texts.

The employee must use judgment in selecting the appropriate guideline because of the number, similarity, linkage and overlapping nature of the guides, e.g., when State law, Federal law, and agency regulations address the same issue. Most important, however, is that the guidelines contain criteria to solve the core question or problem contained in the assignments, though the applicability may not be readily apparent, i.e., the guides often require careful study and cross-referencing. At its upward range, this level also applies to the aid or technician who must be especially resourceful in searching assigned guides, locating the controlling criteria, and applying it as specified, though the process of locating and selecting the applicable rule may be taxing and time consuming.

Factor 4- 2 Complexity

Assignments consist of performing a variety of routine procedural tasks or one or more complex duties related to regular and recurring technical work, operating a variety of pieces of equipment or one or more complex equipment systems commonly associated with the work site, and/or performing a full variety of the standardized technical support and technical duties associated with the work.

Performance of the assignments requires making choices when, for example, executing a number of types of sequential, related steps or assembling several pieces of equipment. In addition, duties assigned often have steps or processes that vary, depending on factors such as the reason the work is being performed or the conditions under which it is being performed. The employee is expected to exercise independence in recognizing such differences, choosing the right course of action, and then selecting and executing the proper task sequences for completing the work.

The employee deals with facts, e.g., is expected to spot readings which are outside the normal range of tolerance or acceptability, or is expected to determine how best to present raw data. The employee determines what needs to be done to update or complete records and documentation packages and initiates action to acquire needed information from others as indicated by situations encountered in the work.

Factor 5- 2 Scope and Effect

The work involves execution of specific rules, regulations, or procedures, such as those found in common technical manuals, laboratory handbooks, and administrative manuals. Typically, completed assignments constitute a complete segment of assignments with broader scope, e.g., on a day-to-day basis collects data for use by others involved in research, administrative planning, or program/project operations.

Work products affect the accuracy, reliability, or acceptability of further procedures, processes or services, e.g., the ability of the scientist to complete with accuracy a phase of the research process, the ability of the planner to complete significant aspects of an annual work plan or a major project etc.; or the quality of day-to-day operations of a significant program in an ongoing production environment.

Factor 6- 2 Personal Contacts

Personal contacts are with employees in the agency, inside and outside of the immediate organizations e.g., personnel from higher-level organizational units, or, occasionally, resource persons from State or local government units, or other Federal agencies. In other work situations personal contacts may be with the general public, contractor personnel, or special users, e.g., special interest groups, cooperators, or businesspersons. The contacts are usually established on a routine basis, though the employee's authority may not be initially clear to the person contacted, e.g., the identity, role, and authority of the parties may have to be outlined before conducting business.

Factor 7- 1 Purpose of Contacts

The personal contacts are established to: exchange information about procedures, schedules or operating problems, clarify information on records; report on the results of studies, explain the steps involved in operating equipment, explain the reason the work is being performed; or other similar exchanges of factual information. The facts or information exchanged may range from easily understood to highly technical.

Factor 8-2 Physical Demands

The work requires some physical exertion, such as regular and recurring running, walking, or bending, walking or climbing ladders or scaffolds to observe, collect, or record research data. In many situations the duration of the activity (such as most of a workday) contributes to the arduous nature of the job. In other situations, such as in a laboratory, there may be special requirements for agility or dexterity such as exceptional hand/eye coordination.

Factor 9- 2 Work Environment

The work involves regular and recurring moderate risks or discomforts which require special safety precautions, e.g., working around moving parts, carts, or machines; with contagious diseases or irritant chemicals. For some positions the work may, on a regular and recurring basis, require working Outdoors, in other such environments With extreme temperatures, and/or exposure to adverse weather conditions Employees are required to use protective clothing or gear such as hard hats, masks, gowns, earplugs, coats, boots, goggles, gloves, or shields to moderate risks, or to follow procedures for minimizing risk.

HOW/WHERE TO APPLY:

Go online to www.armasineducation.com or pick up application package at ARMAS (Engineering Bldg #106) with Monique Esquibel (426-2010) or with Mabel Suárez (T.426-2104).

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