



Wayne National Forest Outreach

Resource Specialist, GS 1101-7/9

Supervisors Office
Nelsonville, Ohio

The **Wayne National Forest**, located in beautiful southeastern Ohio, will soon have an opening for a **Resource Specialist, GS 1101-7/9** position stationed at Nelsonville, Ohio at the Supervisors Office.

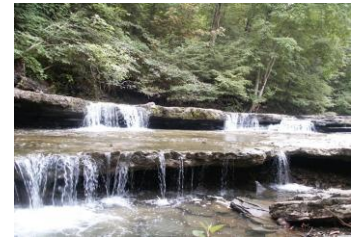
INFORMATION ABOUT THE AREA: The Wayne National Forests Supervisors Office is located in the Appalachian Foothills of southeastern Ohio. The Wayne National Forest contains approximately 245,000 acres of central hardwoods, primarily oak and hickory. Most species of pine and hemlock found on the forest are native, but many areas, particularly previously mined areas, have been planted. The mix of open land and forest provides a wide variety of wildlife habitats. Common mammals include white-tailed deer, gray fox, woodchuck, opossum, and gray ruffed grouse, pileated squirrel. Common birds are turkey, fall color on the district is brilliant. woodpecker and the wood duck. The program of work is primarily focused on recreation, watershed restoration, wildlife, minerals and special uses, lands, and a very small area of range management. The Supervisors Office/Athens Ranger District contains approximately 224 miles of recreation trails and waterways where visitors enjoy biking, canoeing, fishing, horseback riding, plant collection, camping, hiking, hunting and picnicking. The Wayne has a very unique Heritage Program, which currently includes research on the Underground Railroad, and a very pro-active land acquisition program.



Major Duties:

Incumbent will report to the Forest Budget Officer. Primary Duties include responsibility in Timber Sales Support and Budget Analysis. For Timber Sales Support, incumbent will provide administrative review of the timber sale packages. Participates in timber sale bid openings for oral and sealed bid offerings. Directs and trains timber program staff to ensure that all business management features of the timber sale contracts are adhered to and that compliance is satisfactory throughout the life of the sale. Ensures that the timber sale accounting system (ATSA) is applied in a manner to ensure accuracy and proper procedure. Coordinates with units to maintain a high quality of scale input and accountability. Oversees the Forest Product permit

program. For Budget Analysis, the incumbent will review easily obtained historical data and, using predetermined formulas, prepare estimates of future requirements for a specific operating program. Will work with Budget Officer to prepare and distribute monthly reports to Program Managers. Other related duties will include, but not limited to WCF data entry, and Property Technician.



Interesting Facts For The Athens Area: Athens is located in Athens County, which has a population of 63,000. Athens has a population of a little over 21,500 year-round residents and is a full-service community with numerous medical professionals, two (2) fully staffed hospitals, churches of various denominations, and a couple of small shopping plazas. University Mall is only a 10-minute drive from downtown Athens. Athens is the home of Ohio University with an enrollment of 16,845 and has undergraduate and graduate programs in numerous disciplines. Athens offers a wide variety of educational, sporting, and cultural events and opportunities for all ages. Hocking College is located in nearby Nelsonville, which boasts an enrollment of 5,800 students.

To learn more about the Athens area, visit the following websites:

- www.athensohio.com (Athens County Visitors Bureau)
- www.ohiou.edu (Ohio University)
- www.hocking.edu (Hocking College)
- www.athenschamber.com (Athens Area Chamber of Commerce)



This position will be advertised in **USAJOBS.OPM.GOV** If you have any questions about the position, please contact **Dana Moler, Budget Officer at (740) 753-0905.**



USDA Forest Service
Wayne National Forest
13700 U.S. Highway 33
Nelsonville, Ohio 45764



OUTREACH NOTICE FORM

(Please return this form by March 25, 2011)

I am interested in this position and would like to receive a copy of the Vacancy Announcement.

Position Title/Series/Grade: **Resource Specialist, GS 1101-7/9**

PERSONAL INFORMATION

Name: _____ **Date:** _____

Address: _____

Email: _____

Phone: _____

Current title/series/grade: _____

Are you currently a Federal employee? Yes ____ No ____ (If not, please provide a brief description of your qualifying experience/education You may write on the back of the form).

If YES, current Agency and location: _____

Please Return this Form by March 25, 2011 to: dmoler@fs.fed.us

OR Hard Copy Mail

Wayne National Forest

Attn: Dana Moler

13700 US Highway 33

Nelsonville, OH 45764

Or you can fax to Dana Moler at 740-753-0118.

Thank you for your interest!