

Rangeland Management Specialist, GS-0454-05

REASON FOR THIS POSITION					POSITION DESCRIPTION COVER SHEET		
<input type="checkbox"/>	1. NEW	<input type="checkbox"/>	2. IDENTICAL ADDITION TO THE ESTABLISHED PD NUMBER	<input type="checkbox"/>	3. REPLACES PD NUMBER		
RECOMMENDED							
4. TITLE Rangeland Management Specialist					5. PAY PLAN GS	6. SERIES 0454	7. GRADE 05
8. WORKING TITLE (Optional)					9. INCUMBENT (Optional)		
OFFICIAL							
10. TITLE Rangeland Management Specialist							
11. PP GS	12. SERIES 0454	13. FUNC 51	14. GRADE 05	15. DATE MONTH DAY YEAR		16. I/A <input type="checkbox"/> Yes <input type="checkbox"/> No	17. CLASSIFIER Deborah M. Kaiden
18. ORGANIZATIONAL STRUCTURE (Agency/Bureau)							
1st Natural Resources Conservation Service				5th			
2nd KS State Conservationists Off				6th			
3rd				7th			
4th				8th			
SUPERVISOR'S CERTIFICATION							
I certify that this is an accurate statement of the major duties and responsibilities of the position and its organizational relationship and that the position is necessary to carry out Government functions for which I am responsible. This certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds and that false or misleading statements may constitute violations of such statute or their implementing regulations.							
19. SUPERVISOR'S SIGNATURE				20. DATE	22. SECOND LEVEL SUPERVISOR'S SIGNATURE		23. DATE
21. SUPERVISOR'S NAME AND TITLE				24. SECOND LEVEL SUPERVISOR'S NAME AND TITLE			
FACTOR EVALUATION SYSTEM							
FACTOR	25. FLD / BMK	26. POINTS	FACTOR	25. FLD / BMK	26. POINTS		
1. Knowledge Required	Level 1-5	750	6. Personal Contacts	Level 2/A	45		
2. Supervisory Controls	Level 2-1	25	7. Purpose of Contacts				
3. Guidelines	Level 3-1	25	8. Physical Demands	Level 8-2	20		
4. Complexity	Level 4-2	75	9. Work Environment	Level 9-2	20		
5. Scope and Effect	Level 5-1	25	27. TOTAL POINTS ▶			27. 985	
28. GRADE ▶					28. GS-05		
CLASSIFICATION CERTIFICATION							
I certify that this position has been classified as required by Title 5, US Code, in conformance with standards published by the OPM or, if no published standard applies directly, consistently with the most applicable published standards.							
29. SIGNATURE					30. DATE		
31. NAME AND TITLE Jane Medina, Human Resources Manager							
32. REMARKS This position is determined to be NONEXEMPT from the provisions of FLSA.					33. OPM CERTIFICATION NUMBER		

MASTER RECORD/INDIVIDUAL POSITION DATA
THIS SIDE TO BE COMPLETED BY THE CLASSIFIER

A. KEY DATA					
1. FUNCTION (1) ◀ A/C/D/I/R	2. DEPT. CD./AGCY-BUR-CD. (4) AG 16	3. SON (4) 5275	4. MR. NO. (6)	5. GRADE (2) 05	6. IP NO. (8)

B. MASTER RECORD									
1. PAY PLAN (2) GS	2. OCC. SER. (4) 0454	3. OCC. FUNC. CD. (2) 51	4. OFF. TITLE CD. (5) 0003	5. OFF. TITLE (38) Rangeland Mgmt Spectst					
6. HQ. FLD. CD. (1) ◀ 1 = HQ 2 = FLD	7. SUP. CD. (1) 8	1 = Sup. SGEG 3 = Mgr. SGEG 4 = Sup. CSRA	5 = Mgmt. CSRA 6 = Leader LGEG 8 = All Others	8. CLASS. STD. CD. (1) X	◀ X = New Std. Applied Blank = NA		9. INTERDIS. CD. (1) N = No Y = Interdis	10. DT. CLASS (6) MO DAY YEAR 03/15/04	
11. EARLY RET. CD. (1) ◀ 1 = Primary 2 = Secondary	3 = Foreign Svc. Blank = NA		12. INACT / ACT (1) ◀ I = Inactive A = Active	13. DT. ABOL. (6) MO DAY YEAR	14. DT. INACT / REACT (6) MO DAY YEAR	15. AGCY. USE (10)			
16. INTERDIS. SER. (40) (4) (4) (4) (4) (4) (4) (4) (4) (4) (4)									
17. INTERDIS. TITLE CD. (50) (5) (5) (5) (5) (5) (5) (5) (5) (5) (5)									

C. INDIVIDUAL POSITION										
1. FLSA CD. (1) N	◀ E = Exempt N = Nonexempt		2. FIN. DIS. REQ. (1) 0Y	0 = None 1 = CD 219 2 = CD 220	3 = SF 278 4 = AD 392 5 = SF 849	3. POS. SCHED. (1) A = Sched A B = Sched B C = Sched C	0 = Excepted but not A, B, C	4. POS. SENS. (1) 1N	0 = Nonsensitive 1 = Noncritical 2 = Critical Sensitive	5. COMP. LEV. (4) 0454
6. WK. TITLE CD. (4)		7. WK. TITLE (38) sup:								
8. ORG. STR. CD. (18) 1st 2nd 3rd 4th 5th 6th 7th 8th								9. VAC. REV. CD. (1) 0 = Position Action No Vacancy A = No Change B = Lower Grade C = Higher Grade D = Different title and / or series E = New Position / New FTE		
10. TARGET GD. (2)	11. LANG. REQ. (2)	12. PROJ. DTY. IND. (1) Blank = N/A Y = Yes	13. DUTY STATION (9) State (2) City (4) County (3)	20	14. BUS. CD. (4) 7777	15. DT. LST. AUDIT (6) MO DAY YEAR	16. PAS. IND. (1) Blank = N/A 1 = PAS	17. DATE EST. (6) MO DAY YEAR		
18. GD. BASIS. IND. (1) 1 = Rev. when vacant 2 = Impact of Person 3 = Sup. / SGEG 4 = Sup. / Program 5 = RREG 6 = Policy Analysis G E G 7 = Equipment Devel. Guide 8 = Agency Use 9 = Agency Use ALPHAS = Agency Use						19. DT. REQ. REC. (6) MO DAY YEAR	20. NTE. DT. (6) MO DAY YEAR	21. POS. ST. BUD (1) Y Y = Perm N = Other		
22. MAINT. REV. / CLASS. ACT. CD. (2) (1st Digit = Activity and 2nd Digit = Results)										
Normal Act 1 = Desk Audit 2 = Sup. Audit 3 = Paper Rev. 4 = PME / Activity Rev.			Maintenance Review Act 5 = Desk Audit 6 = Sup. Audit 7 = Paper Rev. 8 = Panel Rev.			Results 1 = No Action Req. 2 = Minor PD Change 3 = New PD Req. 4 = Title Change 5 = Series Change 6 = Pos. Upgrade 7 = Pos. Downgrade 8 = New Pos. 9 = Other				
23. DT. EMP. ASN. (6) MO DAY YEAR		24. DT. ABOL. (6) MO DAY YEAR		25. INACT / ACT (1) ◀ 1 = Inact. 2 = Act.	26. DT. INACT / REACT (6) MO DAY YEAR		27. ACCTG. STAT. (4) 0020	28. INT. ASN. SER. (4)		29. AGCY. USE (8)
30. CLASSIFIER'S SIGNATURE					31. DATE					
32. REMARKS										

INTRODUCTION

This position is an entry-level developmental position which progresses to GS-0454-07 and then to the target level GS-0454-09. The incumbent performs duties which are designed to provide experience and training in range management and soil and water conservation management systems. Assignments are tailored to orient employees to the application of academic knowledge in accordance with agency policies and procedures for resource management planning. The incumbent may be non-competitively promoted to GS-0454-07 upon: 1) demonstrating the capacity to perform satisfactorily at that level; 2) meeting all legal and regulatory requirements; and 3) receiving the supervisor's recommendation.

DUTIES

Makes plant identifications and evaluations; determines plant community characteristics, basic soil-plant relationships, response of plants to grazing use, and productivity of grazing lands.

Develops resource inventories, including the identification of range sites, range condition, range trends, forage production, wildlife habitat, and watershed qualities and other resources, as a step in developing conservation plans; assists landowners in preparing conservation plans.

Assists landowners in development of practical grazing management plans, including planned grazing systems, initial stocking rates, and utilization standards; plans fencing, water development, seeding, brush management and other needed supplemental grazing land treatment; evaluates management and treatment alternatives on a cost-benefit basis.

Advises farmers and ranchers on the application and maintenance of conservation practices.

Receives field experience in all phases of the soil and water conservation program and the relationship of range conservation to cropland, woodland, pastureland, and wildlife, with emphasis on the interdisciplinary approach to resource use.

Performs other related duties as assigned.

Works within a team concept to develop and implement ways to improve the efficiency, effectiveness, and quality of the products and/or services provided to internal and external customers.

Performs duties in a manner supportive of a safe and healthy work environment, and exercises safety precautions when exposed to dangerous objects, chemicals, extreme temperatures, etc.

Performs duties in a manner which actively supports civil rights policies regarding personnel rules and regulations and delivery of Natural Resources Conservation Service (NRCS) programs and services without regard to race, color, national origin, religion, sex, age, marital status, or mental or physical handicap.

CONDITION OF EMPLOYMENT

Operates a motor vehicle incident to the above duties. Must possess and maintain a valid state motor vehicle operator's license for the type of vehicle(s) operated.

EVALUATION FACTORS

1. Knowledge Required by the Position, Level 1-5, 750 points

Knowledge of and skill in applying basic concepts, principles, and methodologies of the rangeland management profession in order to apply academic knowledge and on-the-job training to developmental assignments in the use and management of grazing lands.

2. Supervisory Controls, Level 2-1, 25 points

Specific assignments are made by the supervisor or higher graded conservationists who maintain close control and guidance over the work performed. Clear, specific, and complete instructions accompany tasks selected for developmental purposes. Work is checked during progress and upon completion.

3. Guidelines, Level 3-1, 25 points

Guidelines include technical guides, handbooks, technical bulletins, plant identification manuals, and policy statements. Guidelines prescribe established procedures and techniques and provide clear precedents. Some judgment is required when standard procedures are not applicable, or when several alternative recommendations are available. Any exceptions and/or problems are referred to the supervisor.

4. Complexity, Level 4-2, 75 points

Work involves determining the current condition of rangeland resources and recognizing non-compliance issues. Incumbent chooses from among many conventional rangeland survey methods, the method appropriate for the task to be performed. Incumbent reports rangeland conditions and non-compliance issues using established reporting procedures.

5. Scope and Effect, Level 5-1, 25 points

The duties consist of specific, routine assignments designed to provide the employee with experience to supplement previous professional academic studies and are

designed to lead to more complex professional assignments. The effect of the work is to facilitate the efforts of others within the immediate organizational unit.

6. Personal Contacts

7. Purpose of Contacts, Level 2/A, 45 points

The personal contacts are generally with soil conservation technicians and other soil conservationists in the immediate office, higher level specialists from the area and state office, and with farmers and ranchers in a structured setting.

Contacts are for the purpose of obtaining and exchanging factual information needed to complete assignments and to receive training.

8. Physical Demands, Level 8-2, 20 points

The work requires regular and recurring physical exertion related to conservation work requiring walking on rough terrain, jumping ditches and furrows, or climbing steep banks.

9. Work Environment, Level 9-2, 20 points

The work involves regular and recurrent exposure to moderate risks and discomforts, such as agricultural equipment or earthmoving operations, adverse weather conditions, and unimproved roads in rural or isolated areas.

This position is determined to be nonexempt from the provisions of the FLSA.