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|  <h2 style="text-align: center;">ARMY POSITION DESCRIPTION</h2> | | | | |
| PD#: GU450174 | Sequence#: VARIES | Replaces PD#: | | |
| INTERDISCIPLINARY GS-****-11 | | | | |
| Opt: GENERAL BIOLOGICAL SCIENCE - 0401 Opt: GENERAL FISH & WILDLIFE ADMN - 0480 | | | | |
| POSITION LOCATION: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> Servicing CPAC: COE, MOBILE, AL Installation: VARIES Region: SOUTH CENTRAL </td> <td style="width: 50%; vertical-align: top;"> Agency: VARIES Army Command: VARIES Command Code: VARIES </td> </tr> </table> | | | Servicing CPAC: COE, MOBILE, AL Installation: VARIES Region: SOUTH CENTRAL | Agency: VARIES Army Command: VARIES Command Code: VARIES |
| Servicing CPAC: COE, MOBILE, AL Installation: VARIES Region: SOUTH CENTRAL | Agency: VARIES Army Command: VARIES Command Code: VARIES | | | |
| POSITION CLASSIFICATION STANDARDS USED IN CLASSIFYING/GRADING POSITION: Citation 1: OPM JFS PROF WK, NATURAL RESOUR MGT & BIO SCIENCES, SEPT 05 Citation 2: GEN FISH & WLDLFE ADM SER, HDBK OF OCC GROUPS & FAMS, AUG 2002 Citation 3: GENERAL BIO SCI SER, HDBK OF OCC GROUPS & FAMS, AUG 2002 | | | | |
| <p>Supervisory Certification: <i>I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships, 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 statutes or their implementing regulations.</i></p> <p>Supervisor Name: GERALD FULTON Reviewed Date: 04/21/2010</p> | | | | |
| <p>Classification Review: <i>This position has been classified/graded as required by Title 5, U.S. Code in conformance with standard published by the U.S. Office of Personnel Management or if no published standards apply directly, consistently with the most applicable published standards.</i></p> <p>Reviewed By: TONI EASTERLING Reviewed Date: 04/21/2010</p> | | | | |
| POSITION INFORMATION: Cyber Workforce: | CONDITION OF EMPLOYMENT: Drug Test Required: VARIES | POSITION ASSIGNMENT: Competitive Area: VARIES Competitive Level: VARIES | | |

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| <ul style="list-style-type: none"> • Cert Type/Level Required 1: VARIES • Cert Type/Level Required 2: VARIES • Cert Type/Level Required 3: VARIES <p>FLSA: FLSA Worksheet: EXEMPT FLSA Appeal: NO Bus Code: VARIES DCIPS PD: NO</p> <ul style="list-style-type: none"> • Mission Category: • Work Category: • Work Level: <p>Acquisition Position: NO</p> <ul style="list-style-type: none"> • CAP: • Career Category: • Career Level: <p>Functional Code: 51 Interdisciplinary: YES Supervisor Status: VARIES PD Status: VERIFIED DCA Override: NO</p> | <p>Financial Management Certification:</p> <p>Position Designation: VARIES</p> <p>Position Sensitivity: VARIES</p> <p>Security Access: VARIES</p> <p>Emergency Essential:</p> <p>Requires Access to Firearms: VARIES</p> <p>Personnel Reliability Position: VARIES</p> <p>Information Assurance: N</p> <p>Influenza Vaccination:</p> <p>Financial Disclosure: NO</p> <p>Enterprise Position: VARIES</p> | <p>Career Program: VARIES Career Ladder PD: NO Target Grade/FPL: 11 Career Pos 1: Career Pos 2: Career Pos 3: Career Pos 4: Career Pos 5: Career Pos 6:</p> |
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POSITION DUTIES:

MAJOR DUTIES

NOTE: THIS IS AN INTERDISCIPLINARY POSITION CLASSIFIABLE AT IN ANY ONE OF THE FOLLOWING SERIES:

- GS-0480-11
- GS-0401-11

This position is located at a multiple-use lake office, which has extensive park facilities, substantial and recurring natural resource management activities, and high annual visitation by park visitors. Position requires a professional knowledge in biological and natural resource management practices such as wildlife biology, soils and plant science, agriculture, forestry, park management, etc to coordinate and oversee the conservation, preservation, restoration and use of the lakes natural resources through implementation of the lake offices partnership, contribution and volunteer programs. Duties may include but are not limited to the following:

1. Develops, negotiates, and administers partnering agreements with public entities/groups; private entities/groups; non-profit, tax exempt corporations; and individuals in order to execute the projects planning documents through leveraging partner resources. Ensures that partnership agreements, resources management actions and development plans promote biodiversity, native species re-establishment, and protect

threatened and endangered species. 35%

2. Oversee volunteer program coordinating approximately 50,000 hours of volunteer work annually to achieve natural resource management goals. Coordinates closely with Regional and National program managers on recruitment, training and development of the non-for-profits volunteer program. Volunteers will be recruited nationwide as well as the development of recruitment to form a strong local base. Oversee campground and amenities that serves as host location for traveling volunteers. 30%

3. Utilize professional knowledge in the preparation of various planning documents in order to incorporate partnership leveraging techniques to accomplish mission. These documents include but are not limited to the operational management plan (OMP), master plan, project safety plan, fire prevention plan, physical security plan, shoreline management plan, volunteer management plan, and emergency operations and maintenance plan. Coordinates and cooperates with other agencies, groups, individuals, and other district elements in various aspects of these programs. 15%

4. Public Involvement: Represents the Corps of Engineers and Allatoona Lake at meetings concerning scientific, educational and other organizations on environmental, hydrology, safety, park operations/management and other aspects of the project. Serves as the Public Affairs specialist for the Allatoona Operations Project Management Office including preparing and coordination with District Office Public Affairs Office on press releases, media events, the coordination with radio and television on interviews related to project purposes. Frequently attends civic and public meetings and hearings to speak or participate in discussion of problems and to promote mutual understanding and coordination of the natural resource management mission. Attends civic and public meetings and hearings to speak or participate in discussion of problems, determine solutions, and to promote mutual understanding and coordination of the overall recreation and natural resources management programs. Utilize knowledge to develop and maintain a project contributions plan that furthers project natural resource management goals. Work closely with sponsors and internal support elements to ensure internal controls support program accountability. 10%

5. Provides expertise in the management of a major water resource development lake as it pertains to the dam and appurtenant structures in conjunction with daily duties. Serves as the project safety/security officer. 10%

Performs other duties as assigned.

Fair Labor Standards Act (FLSA) Determination = (EXEMPT)

- 1. Availability Pay Exemption** - (e.g., Criminal Investigators, U.S. Customs and Border Protection pilots who are also Law Enforcement Officers).
- 2. Foreign Exemption** - (Note: Puerto Rico and certain other locations do not qualify for this exemption - [See 5 CFR 551.104](#) for a list of Nonexempt areas.)
- 3. Executive Exemption:**
 - a. Exercises appropriate management responsibility (primary duty) over a recognized organizational unit with a continuing function, AND
 - b. Customarily and regularly directs 2 or more employees, AND
 -

c. Has the authority to make or recommend hiring, firing, or other status-change decisions, when such recommendations have particular weight.

Note: Shared supervision or "matrix management" responsibility for a project team does not meet the above criteria. Limited "assistant manager" functions or "acting in the absence" of the manager does not meet the above criteria.

- 4. Professional Exemption:**
- a. Professional work (primary duty)
 - b. Learned Professional, ([See 5 CFR, 551.208](#)) (Registered Nurses, Dental Hygienists, Physician's Assistants, Medical Technologists, Teachers, Attorneys, Physicians, Dentists, Podiatrists, Optometrists, Engineers, Architects, and Accountants at the independent level as just some of the typical examples of exempt professionals). Or
 - c. Creative Professional, ([See 5 CFR, 551.209](#)) (The primary duty requires invention and originality in a recognized artistic field (music, writing, etc.) and does not typically include newspapers or other media or work subject to control by the organization are just some examples of Creative Professionals). Or
 - d. Computer Employee, ([See 5 CFR, 551.210](#)) (must meet salary test and perform such duties as system analysis, program/system design, or program/system testing, documentation, and modification). Computer manufacture or repair is excluded (non-exempt work).
- 5. Administrative Exemption:**
- a. Primary duty consistent with [5 CFR 551](#) (e.g.; non-manual work directly related to the management or general business operations of the employer or its customers), AND job duties require exercise of discretion & independent judgment.
- FLSA Conclusion:**
- Exempt**
 - Non Exempt**

FLSA Comments/Explanations:

THIS POSITION MEETS THE FLSA DETERMINATION FOR EXEMPTION GIVEN PROFESSIONAL WORK IS A PRIMARY DUTY AND THIS PRIMARY DUTY REQUIRES INCUMBENT TO EXERCISE DISCRETION AND INDEPENDENT JUDGEMENT.

CONDITIONS OF EMPLOYMENT & NOTES:

POSITION EVALUATION:

Not Listed