

**POSITION DESCRIPTION** (Please Read Instructions on the Back)

1. Agency Position No.

2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> Reestablishment <input checked="" type="checkbox"/> New <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field <input type="checkbox"/> Other		3. Service		4. Employing Office Location		5. Duty Station		6. OPM Certification No.	
Explanation (Show any positions replaced)		7. Fair Labor Standards Act <input checked="" type="checkbox"/> Exempt <input type="checkbox"/> Nonexempt		8. Financial Statements Required <input type="checkbox"/> Executive Personnel Financial Disclosure <input type="checkbox"/> Employment and Financial Interest		9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		13. Competitive Level Code	
Standard Position Description Fire Management Program		10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted (Specify in Remarks) <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)		11. Position Is <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input type="checkbox"/> Neither		12. Sensitivity <input checked="" type="checkbox"/> 1--Non-Sensitive <input type="checkbox"/> 2--Noncritical Sensitive <input type="checkbox"/> 3--Critical <input type="checkbox"/> 4--Special Sensitive		14. Agency Use *403	

15. Classified/Graded by	Official Title of Position	Pay Plan	Occupational Code	Grade	Initials	Date
a. Office of Personnel Management						
b. Department, Agency or Establishment						
c. Second Level Review	FIRE MANAGEMENT SPECIALIST	GS	0401	12		
d. First Level Review						
e. Recommended by Supervisor or Initiating Office						

16. Organizational Title of Position (if different from official title)  
**ASSISTANT REGIONAL FIRE PROGRAM MANAGER**

17. Name of Employee (if vacant, specify)

18. Department, Agency, or Establishment <b>DEPARTMENT OF THE INTERIOR</b>	c. Third Subdivision
a. First Subdivision <b>NATIONAL PARK SERVICE</b>	d. Fourth Subdivision
b. Second Subdivision	e. Fifth Subdivision

19. Employee Review-This is an accurate description of the major duties and responsibilities of my position.

Signature of Employee (optional)

20. **Supervisory Certification.** 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.

a. Typed Name and Title of Immediate Supervisor	b. Typed Name and Title of Higher-Level Supervisor or Manager (optional)
Signature	Signature
Date	Date

21. **Classification/Job Grading Certification.** I certify that this position has been classified/graded as required by Title 5, U.S. Code, in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.

22. Position Classification Standards Used in Classifying/Grading Position  
Forestry Series, GS-460, dated January 1980; and Fishery Biology Series/Wildlife Biology Series, GS-482/486, dated January 1991

Typed Name and Title of Official Taking Action  
**J. LYNN SMITH  
HUMAN RESOURCES PROGRAM MANAGER**

Information for Employees. The standards, and information on their application, are available in the personnel office. The classification of the position may be reviewed and corrected by the agency or the U.S. Office of Personnel Management. Information on classification/job grading appeals, and complaints on exemption from FLSA, is available from the personnel office or the U.S. Office of Personnel Management.

23. Position Review	Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee (optional)										
b. Supervisor										
c. Classifier	Department of Interior, FF/LE Retirement Team Specialist									

24. Remarks  
This PD has been approved as follows under SUSC 8336(c) and 8412(d):  
Firefighter Law Enforcement  
Primary Secondary/Administrative Secondary/Supvy  
Approval Date December 12, 1998  
\* Agency Use Code should be entered in FPPS as last three spaces of position allocation number.

25. Description of Major Duties and Responsibilities (See Attached)



**U.S. DEPARTMENT OF THE INTERIOR**  
**Certification of Position Approval for Retirement Under**  
**5 USC 8336(c) and 8412(d)**

Approved under the Civil Service Retirement System, 5 USC 8336(c)

Approved under the Federal Employees Retirement System, 5 USC 8412(d)

Category of Coverage: Secondary-Administrative (Firefighter)

Bureau: National Park Service

Classification Title: FIRE MANAGEMENT SPECIALIST

Organization Title: Assistant Regional Fire Program Manager

Series and Grade: GS-0401-12

Fire Management Program Standard Position Description number: 403

**RECOMMENDATION FOR COVERAGE REVIEW:**

Secondary-Administrative coverage is recommended under both CSRS and FERS.

This is a professional position in an organization having a firefighting mission. This position serves as a technical/specialized authority for Regional wildland and prescribed fire management issues. The incumbent provides specialized and professional guidance and advice to parks in a region with a highly complex fire program. Participates with regional fire program coordinators in interpreting and implementing national fire program policies. Acts as liaison between the Regional Director, park Superintendents, and regional and national multi-agency coordinating groups for deciding appropriate management strategies during preparedness levels IV and V. Assists the regional fire program coordinator in reviewing, approving, and prioritizing park fire management plans and projects. Serves as wildland and prescribed fire qualifications coordinator, including oversight of the taskbook and certification process, for the region. Conducts program reviews in parks in order to evaluate compliance with policies, objectives, and standards, and to assess overall program effectiveness. Prior firefighting experience, as gained by substantial service in a primary firefighter position or equivalent experience outside the Federal government is a **MANDATORY PREREQUISITE** for incumbents of this position.

Marilee Pospahala  
 MARILEE POSPAHALA, FF/LEO Retirement Specialist, NPS Representative

12/4/98  
 Date

Richard T. Gale  
 RICHARD T. GALE, Deputy Chief Ranger, NPS

12-04-98  
 Date

Margia L. Scifres  
 MARGIA L. SCIFRES, DOI Fire & Law Enforcement Team Leader

12/9/98  
 Date

Lester K. Rosenkrance  
 LESTER K. ROSENKRANCE, Director, Office of Fire and Aviation (BLM)

12/11/98  
 Date

**APPROVAL** The position described above is approved for coverage under Firefighter or Law Enforcement (FF/LEO) Retirement retroactive to classification date of 11-24-98. Approval is by DOI Secretary's Designee:

Mari R. Barr  
 MARI R. BARR, Secretary's Designee

12/17/98  
 Date

**NATIONAL PARK SERVICE STANDARD  
POSITION DESCRIPTION  
FIRE MANAGEMENT PROGRAM**

**CLASSIFICATION TITLE: FIRE MANAGEMENT SPECIALIST**

**SERIES AND GRADE: GS-401-12 NOTE:** This position description can only be used in conjunction with a GS-13 Fire Program Manager.

**Introduction**

This position serves as a technical/specialized authority for Regional wildland and prescribed fire management issues. The incumbent provides specialized and professional guidance and advice to parks in a region with a complex fire program. This complexity is reflected in the number of parks, the burnable area in the parks, the wildfire, prescribed fire, and fuels management workload, risk potential, and human resource needs of the parks served. The parks and park groups served by this position include many complexity level II units (e.g., currently 30-49 FIREPRO workload and complexity points), and several complexity level III units (e.g., currently 50+ FIREPRO workload/complexity points). The fire management program of the region has Servicewide implications because of its resource needs and policy implications.

Prior firefighter experience as gained by substantial service in a primary firefighter position in the Federal government or equivalent experience outside the Federal government is a **MANDATORY PREREQUISITE** for incumbents of this position.

**Major Duties (80 – 100%)**

Participates with regional fire program coordinators in interpreting and implementing national fire program policies. Works cooperatively with program specialists in other regions to formulate regional fire policies and integrate fire management with natural and cultural resource management and other affected disciplines.

Serves as a regional representative to one or more interagency geographic area coordinating groups (GAC). Coordinates the evaluation of resource allocations for wildland fires for resource benefits and prescribed fires with GACs. Acts as liaison between the Regional Director, park Superintendents, and regional and national multi-agency coordinating groups for deciding appropriate management strategies during preparedness levels IV and V. Coordinates and confers with a variety of fire management organizations, e.g. other NPS regions, parks, DOI bureaus, the Forest Service, other agencies, and states to assure continuity, coordination, and compatibility of fire management plans, agreements and operations, and regional conformity with requirements of regulatory agencies. Serves as an interagency liaison expert, and on interagency coordination working teams. Negotiations may result in commitment of NPS resources to interagency operations, or commitments of interagency resources to NPS operations.

Serves as a consultant and authoritative expert to park fire management officers and as requested to the Regional Director on wildland fire suppression, and/or the use of prescribed fire and wildland fire to achieve resource management objectives. Serves as a technical specialist, representing the region at professional meetings and symposia.

Directs the development and establishment of regional fire management standards and technical guides for:

- Fire program management, such as fire management decision protocols, contingency planning, prescribed fire project planning, and smoke management.
- Wildland fire use and/or prescribed fire, including resource objectives, fuels treatments, management strategies, and prescription development.
- Staffing and funding requests to support the full spectrum of complexity in fire management in the region, including prescribed fire projects, suppression preparedness, training, and interagency shared resources.

Assists the regional fire program coordinator in reviewing, approving, and prioritizing park fire management plans and projects.

Serves as wildland and prescribed fire training coordinator, including identification of regional and park fire training needs, and allocation of training funds on a priority basis. Selects personnel from within the region to instruct and attend training, and develops and teaches new fire training courses and workshops to keep fire personnel current with emerging technology.

Serves as wildland and prescribed fire qualifications coordinator, including oversight of the taskbook and certification process, for the region. Works closely with the national coordinator of the NPS automated qualifications analysis and tracking system.

At the request of the NPS Fire Management Program Center and the regional office, provides review and helps formulate national fire policy and policy implementation guidelines, such as Director's Orders, the Fire Management Policy Compendium, and the Reference Manual-18. May represent the Regional Director on fire management task forces and at meetings called by the Fire Management Program Center.

Helps parks and the regional office prepare wildland fire and prescribed fire budget proposals and enter required data into FIREPRO budget analysis software. May coordinate the prioritization and approval of projects for hazard fuels reduction and prescribed burning for resource benefits. May monitor prescribed fire and hazard fuels project expenditures by parks and act as a clearinghouse for reallocating surplus fuels management funds to other parks/regions to maximize overall program efficiency.

In cooperation with park fire management officers, develops and negotiates cooperative fire management agreements with various federal and state agencies and other land management partners within the region.

Conducts program reviews in parks in order to evaluate compliance with policies, objectives, and standards, and to assess overall program effectiveness. Provides technical advice to parks on management strategies and local problems. Recommends changes in park fire management operations and programs to increase program effectiveness and efficiency and to solve local problems.

Coordinates the development, testing, review and implementation of new procedures and technologies for wildland fire management, such as decision protocols, fire behavior prediction, fuels assessments, fire weather forecasting support, and prescription development.

**Factor 1. Knowledge Required by the Position****Level 1-7, 1250 Points**

Knowledge of the techniques, policies, and practices of wildland and prescribed fire management as obtained through substantial service as a primary wildland firefighter of the Federal government or in a similar firefighting position outside the Federal government. This knowledge is a **MANDATORY REQUIREMENT** of the position.

Professional knowledge of ecological concepts, principles, and practices applicable to natural and cultural resource management necessary to develop and implement the wildland and prescribed fire management program. This includes knowledge of fire ecology and the interrelationships of vegetation, wildlife, and soil resources.

Comprehensive knowledge of professional wildland fire science and land management principles, practices and concepts sufficient to serve as a technical authority on wildland and prescribed fire. This knowledge is required to advise, evaluate and review highly complex park fire management programs.

Knowledge of other agency's practices and procedures in wildland and prescribed fire science to develop complementary fire management plans within the interagency fire community. The scope of the work extends not only to NPS programs but also to wildland and prescribed fire management programs in other cooperating agencies, such as the Forest Service, Bureau of Indian Affairs, Fish and Wildlife Service, Bureau of Land Management, and state fire management organizations.

Skill in designing and evaluating wildland fire management plans, prescribed burn plans, and fire management decision support documents which support complex fire and resource management objectives, as well as integrating these plans with those developed by other federal and state fire and resource management agencies.

Knowledge and skills sufficient to provide technical direction, guidance, and coordination for a very broad, highly active, and diversified wildland and prescribed fire program, including prescribed fire for hazard fuels reduction and for ecosystem restoration, and unplanned ignitions managed for resource benefits, fire behavior assessment and prediction, and short and long term fire effects analysis.

Ability to resolve complex wildland and prescribed fire management issues that involve use and interpretation of complex and sometimes conflicting fire and resource management policies, as well as various environmental protection laws such as the National Environmental Policy Act, the Threatened and Endangered Species Act, the Clean Water Act, the Clean Air Act, and various laws protecting cultural resources.

Skill in oral and written communication in order to ensure that plans are well written and easily understood, scientific reports and policy documents are credible and unambiguous, and that pertinent information is shared effectively with parks, cooperators and the resource management community in general.

**Factor 2. Supervisory Controls****Level 2-4, 450 points**

The supervisor sets the overall goals and resources available. Guidance is provided only to determine priorities, approve work plans, and assist in working through unprecedented situations that have a bearing on the overall program.

The incumbent is expected to plan, design, implement, and manage the program with a minimum of direct supervision. The incumbent keeps the supervisor informed of progress, potentially controversial problems and concerns, issues or other matters having far-reaching implications.

The supervisor evaluates work completed based on general adequacy in meeting program objectives, expected results, and compatibility with other work. Analyses, recommendations, and suggestions are relied on as technically authoritative; the review of work is usually for agreement with overall policies and attainment of land management objectives.

### **Factor 3. Guidelines**

### **Level 3-4, 450 points**

The assignments are undertaken within the broad framework of agency regulations, policies, and existing guides which require professional interpretation to deal with the more complex or unusual problems or problems concerned with novel, undeveloped or controversial aspects of resources or fire management. Environmental law or policy guides may point toward conflicting requirements or provide few precedents pertinent to specific problems; proven methods of treating a problem may be lacking or incomplete. The guidelines and regulations permit broad latitude for independent and innovative action due to a wide variety of physical, biological and socioeconomic conditions and issues, which are found, over the area of responsibility.

Must exercise leadership and ingenuity in researching and designing new techniques and providing solutions for fire and resource management problems to field managers which may include the modification of existing plans and criteria, or refinement of regional or national fire policy.

### **Factor 4. Complexity**

### **Level 4-4, 225 Points**

Wildland fire and prescribed fire assignments involve developing a broad and diversified array of programs throughout a multi-state/park area, including both planning and operational phases. The parks and park groups served by this position include many moderately complex parks (e.g., currently 30-49 FIREPRO points), and several highly complex parks (e.g., currently 50+ FIREPRO points). Work takes place in a wide variety of complex fire management situations, i.e. several parks served by this position wildfire suppression and prescribed fire. There is a significant amount of coordination between federal, state and local agencies, various levels of the NPS organization, and specialized fire and resource management disciplines, including air resource management, natural and cultural resources, threatened and endangered species, and wildlife management. Many other phases of park management are also affected, such as visitor protection, interpretation, and concessions.

The incumbent independently assesses proposed fire plans and operations, which are frequently characterized by numerous and various complications and where conflicting viewpoints often exist between fire and resource managers, or environmental laws conflict with each other. In cooperation with resource managers, the incumbent evaluates fire and resource management objectives, analyzes and integrates the comprehensive physical, social, and biological impacts and advises parks on appropriate management methods.

Methods and techniques used to resolve wildland and prescribed fire issues developed by the incumbent are often used to resolve similar types of issues in other parks and regions. The

incumbent's analyses, recommendations and suggestions are relied upon as technically authoritative and may be incorporated into national wildland and prescribed fire management policy.

**Factor 5. Scope and Effect**

**Level 5-4, 225 Points**

The incumbent's work significantly impacts the full scope of wildland and prescribed fire management activities throughout the region. The incumbent is responsible for overseeing wildland fire and prescribed fire planning and for the execution of all planned ignitions and management of unplanned ignitions in the region. The incumbent is recognized as a professional authority on wildland and prescribed fire management. Recommendations are considered to be optimum solutions and serve as the basis for determining new programs or for setting priorities for existing programs.

The technical expertise provided by the incumbent has a significant influence on the direction and effectiveness of fire management programs at the park, cluster, regional and national levels.

**Factor 6. Personal Contacts**

**Level 6-3, 60 points**

Contacts are with co-workers, professionals, and scientists involved in wildland and prescribed fire management and research such as the Forest Service, National Biological Resources Division, Bureau of Land Management, Bureau of Indian Affairs, Fish and Wildlife Service, state fire management organizations, the Environmental Protection Agency, state, regional and county Air Pollution Control authorities, State Historic Preservation Offices, as well as the media.

**Factor 7. Purpose of Contacts**

**Level 7-3, 120 Points**

Contacts are for the purposes of providing technical expertise and guidance to implement existing and new information in the wildland and prescribed fire management field; to exchange ideas and concepts; provide technical alternatives to management decision making; and achieve the multi-cluster/region and NPS goals in planning and implementing the wildland and prescribed fire management programs.

The contacts are also to provide training and leadership to the region's parks and the public in wildland and prescribed fire management programs and to foster cooperative efforts to ensure that required actions are implemented. This requires tact, determination, and persuasion, especially to convince the public and outside organizations of the resource benefits, cost effectiveness, and safety advantages of NPS Wildland and prescribed fire management strategies.

**Factor 8. Physical Demands**

**Level 8-2, 20 Points**

The work requires the ability to travel into the backcountry or developed areas by foot, stock or aircraft under a variety of climatic conditions and elevations. Also requires the ability to travel over extremely rough terrain during wildland fire operations.

**Factor 9. Work Environment****Level 9-2, 20 Points**

Much of the work is performed in an office setting, but it also involves outdoor environments with exposure to a variety of climatic conditions and elevations. Wildland fire management work involves an exposure to smoke and intense heat.



## CLASSIFICATION EVALUATION

**Classification Allocation:** Fire Management Specialist, GS-401-12

**Position Classification Standards Used:** Forestry Series, GS-460, 1/80  
Fishery Biology Series/Wildlife Biology Series, GS-482/486, 1/91 **Background**

This position is located in a Regional Office (or, depending on its organizational location, a Support Office). The position serves as a technical/specialized authority for wildland and prescribed fire management issues. The parks and park groups served by this position includes many complexity level 11 units (e.g., currently 30-49 FIREPRO workload and complexity points), and several complexity level III units (e.g., currently 50+ FIREPRO workload/complexity points). The fire management program of the region has Servicewide implications because of its resource needs and policy implications.

### **Title and Series Determination**

This position serves as the Fire Management Specialist for a Region or Support Office/Park Cluster. The work requires professional-level knowledge of the biological sciences in order to develop and implement an integrated approach to the Region's fire management program, and to determine, establish, and to apply biological facts, principles, methods, and techniques that are necessary to plan for, monitor, control, and study the effects of wildland fire. As no series is specifically designated for positions that deal with the science of fire, and a general rather than specialized knowledge of biology is required in order to effectively operate the program, the most appropriate series for this position is the General Biological Series, GS-401. The title Fire Management Specialist is considered most descriptive of the type of duties the incumbent will be required to perform, since no titles are specified for positions in the General Biological Series, GS- 401. Therefore, the proper title and series are Fire Management Specialist, GS-401.

### **Grade Level Determination**

This position is evaluated against the Forestry Series, GS-460, and cross-referenced against the Fishery Biology Series/Wildlife Biology Series, GS-482/486. Both standards are organized into a nine-factor system.

#### **Factor 1. Knowledge Required by the Position**

**Level 1-7, 1250 pts.**

This position requires professional knowledge of biology as it relates to a variety of park fire management programs. Knowledge and skill are used to plan, coordinate, implement, and evaluate a comprehensive fire management program. As such, the incumbent assesses, selects, and applies precedents; devises strategies and plans to overcome significant resource problems; and modifies or adapts standard techniques, processes, and procedures to fit specific situations. The position requires a high level of skill and resourcefulness to achieve program and project objectives while reducing potential negative affects on other resources, and minimizing negative impacts to neighboring landowners. Such characteristics are typical of Level 1-7.

The position does not meet Level 1-8, where the work requires employees to apply new scientific findings, developments, and advances to the solution of critical problems of a particularly unique, novel, or highly controversial nature. Critical fire-related problems of this nature are not a regular characteristic of parks in this Region. Also, while this position certainly makes recommendations to the National Fire Program Management Center regarding proposed

policies and procedures, it would be overstating the role of the position to say that decisions made by this position significantly change important public policies or programs.

**Factor 2. Supervisory Controls**

**Level 2-4, 450 pts.**

The incumbent's supervisor establishes overall goals and resources available. Guidance is provided only to determine priorities, approve work plans, and assist in working through unprecedented situations that have a bearing on the overall program. Within this framework, the incumbent independently plans and executes the fire management program for assigned parks, coordinates the work with others both within and outside of the organization, and resolves most of the problems that arise. Completed work in the form of plans, agreements, and recommendations are reviewed for achievement of program goals and objectives. This meets Level 2-4.

The position does not meet all aspects of Level 2-5, where employees operate within the context and constraints of national legislation and work is reviewed in relation to broad policy requirements and administrative controls. Although this position operates with a great deal of independence, it is subject to closer controls than Level 2-5. Budgets must be approved at Program Center level; other plans must be reviewed and approved at the Regional and/or Program Center levels. With such controls on the position, it does not meet Level 2-5.

**Factor 3. Guidelines**

**Level 3-4, 450 pts.**

Guidelines for this position exist in the form of national legislation (e.g., the Clean Air Act, the Endangered Species Protection Act, the Organic Act, the Wilderness Act, etc.), NPS- 1 8, local fire management plans, specialized fire techniques and information, and professional practices. While the guidelines provide a good framework for the goals, objectives, and approved practices of the program, they are typically inadequate for dealing with complex and/or controversial situations. In addition, they are also typically inadequate for dealing with the vast array of cooperators and area organizations that the incumbent must regularly work with. In such situations, the incumbent regularly extends traditional methods and practices or at times develops new techniques. This meets Level 3-4.

While the position does appear to exceed certain aspects of Level 3-4, it does not meet all of the criteria for Level 3-5. At that level, guidelines are broadly stated and nonspecific, and the employee must use judgment and ingenuity in interpreting their intent and developing applications to specific areas of work. Guidelines to cover the business and science of fire management are plentiful and more specific than those characteristic of Level 3-5.

**Factor 4. Complexity**

**Level 4-4, 225 pts.**

The incumbent develops a broad and diversified array of programs throughout a multi-state/park area, including both planning and operational phases of wildland fire and prescribed fire assignments. The park fire programs in this Region vary in terms of size, complexity, terrain, types of external issues, and other complicating factors. Like Level 4-4 criteria, the work requires flexibility and judgment in approaching problems and applying methodologies and practices to obtain an optimum balance between program requirements and policies, differences in the missions of cooperators and agencies (e.g., USFS, BLM, state organizations, etc.), and the demands of a variety of interest groups (e.g., local publics, environmental groups, researchers, etc.). Because of the complexity of the program, and often the lack of directly

applicable guidelines to cover unusual situations, the incumbent is frequently required to draw on precedent situations for guidance and in many cases, to improve existing or develop new techniques. This meets Level 4-4.

The position does not meet Level 4-5, where incumbents must solve problems concerned with novel, undeveloped, or controversial aspects of fire management and where problems are complex or difficult due to such characteristics as the abstract nature of the concepts, or existence of serious conflicts among scientific requirements, program direction, and administrative requirements. While this position may have to deal with controversial situations, the complexity of the program is not such that the other critical components of Level 4-5 noted above are present in the position on a regular and recurring basis.

**Factor 5. Scope and Effect**

**Level 5-4, 225 pts.**

The incumbent is responsible for overseeing wildland fire and prescribed fire planning and for the execution of all planned ignitions and management of unplanned ignitions in the region. Like the Level 5-4 criteria, the incumbent is concerned with problems which occur at a number of locations within a broad geographic area. Because of the difficulty of many of the problems encountered the incumbent frequently improves existing techniques or develops new approaches to resolve specific situations. The scope of the work meets Level 5-4. The incumbent works extensively with external contacts (e.g., with managers and technical specialists in outside agencies as well as with local publics) to establish cooperative agreements, develop local policies, and resolve complicated issues. Such work affects the work and programs of these external entities. Internal work affects the effectiveness of the Regional fire management program overall, and individual park programs. The effect of the position also meets Level 5-4.

The position does not meet Level 5-5, where the purpose of the work is to isolate and define unknown conditions, resolve critical problems, and develop new approaches and guides; and where the work affects top-level agency administrators and the development and/or effectiveness of the policies, programs, and actions of the agency in a number of program areas in one or more states. Although the position has considerable impact on fire management activities in the Region, and certainly the incumbent may contribute recommendations, etc. to national-level debates, this position simply does not, on a regular and recurring basis, meet the broad scope and effect intended at this level.

**Factor 6. Personal Contacts**

**Level 6-3, 60 pts.**

Contacts include NPS employees involved in the fire program throughout the organization; managers and technical specialists from a variety of external organizations (e.g., USFS, BLM, state departments, public interest groups, etc.); and the general public. This meets Level 6-3. The position does not meet Level 6-4, where employees have regular contacts with high-ranking officials from outside the agency at national or international levels in highly unstructured settings.

**Factor 7. Purpose of Contacts**

**Level 7-3, 120 pts.**

The purposes of the contacts are to exchange information; coordinate work efforts; and influence and motivate both internal and external contacts. In some cases the incumbent must try to convince others to integrate fire management concepts and theory into broader resource

programs. In other cases, the incumbent must try to persuade others to accept and adopt research conclusions, NPS strategy, and unpopular proposals. Contacts are often skeptical and at times fearful. This meets Level 7-3. The position does not meet Level 7-4, where employees regularly negotiate, justify, or resolve highly important or controversial matters involving significant issues; this usually involves active participation in hearings or conferences involving issues of considerable consequence or importance. The contacts described in Level 7-4 are typical of positions at higher levels in the organization.

**Factor 8. Physical Demands**

**Level 8-2, 20 pts.**

Administrative work is typically sedentary. However, the work does require some physical exertion in the form of walking over rough, muddy, and uneven terrain; bending, stooping, and crouching; and lifting moderately heavy items when the incumbent visits fire camps, and/or makes field assessments. This meets Level 8-2.

**Factor 9. Work Environment**

**Level 9-2, 20 pts.**

Although administrative work is typically performed in an office setting, visits to the field involve exposure to moderate risks such as flying in aircraft, exposure to extreme temperatures, and a variety of fire hazards as described at Level 9-2. Protective clothing and special precautions are also required. Level 9-2 is credited.

**Conclusion**

The total points allocated to this position equal 2820, which falls within the GS-12 range of 2755-3150. The appropriate classification of this position is Fire Management Specialist, GS-401-12.