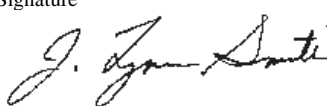


<b>POSITION DESCRIPTION</b> <i>(Please Read Instructions on the Back)</i>										1. Agency Position No.	
2. Reason for Submission <input type="checkbox"/> Redescription <input type="checkbox"/> New <input type="checkbox"/> Reestablishment <input type="checkbox"/> Other Explanation <i>(Show any positions replaced)</i>			3. Service <input type="checkbox"/> Hdqtrs <input checked="" type="checkbox"/> Field		4. Employing Office		5. Duty Station			6. OPM Certification	
10. Position Status <input checked="" type="checkbox"/> Competitive <input type="checkbox"/> Excepted <i>(Specify in _____)</i> <input type="checkbox"/> SES (Gen.) <input type="checkbox"/> SES (CR)					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 Interests			9. Subject to IA Action <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
					11. Position is: <input type="checkbox"/> Supervisory <input type="checkbox"/> Managerial <input checked="" type="checkbox"/> Neither		12. Sensitivity <input checked="" type="checkbox"/> 1-Non-Sensitive <input type="checkbox"/> 3-Critical <input type="checkbox"/> 2-Noncritical <input type="checkbox"/> 4-Special Sensitive			13. Competitive Level Code	
15. Classified/Graded by		Official Title of Position					Pay Plan	Occupational Code	Grade	Initials	Date
a. U.S. Office of Personnel Management		<b>BIOLOGICAL SCIENCE TECHNICIAN</b>					<b>GS</b>	<b>0404</b>	<b>07</b>		
b. Department, Agency or Establishment											
c. Second Level Review											
d. First Level Review											
e. Recommended by Supervisor or Initiating Office											
16. Organization Title of Position <i>(If different from the official title)</i> <b>FIRE EFFECTS MONITOR</b>						17. Name of Employee <i>(if vacant, specify)</i>					
18. Department, Agency, or Establishment Department of the Interior						c. Third Subdivision					
a. First Subdivision National Park Service						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 <i>(optional)</i>					
20. <b>Supervisory Certification.</b> <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>											
a. Type Name and Title of Immediate Supervisor						b. Typed Name and Title of Higher-Level Supervisor or Manager <i>(optional)</i>					
Signature			Date			Signature			Date		
21. <b>Classification/Job Grading Certification.</b> <i>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.</i>						22. Position Classification Standards Used in Classifying/Grading Position Grade Level Guide for Aid and Technician Work in the Biological Sciences, GS-400 dated December 1991 and the General Schedule Leader Grade Evaluation Guide, dated April 1998.					
Typed Name and Title of Official Taking Action <b>J. LYNN SMITH</b> <b>HUMAN RESOURCES PROGRAM MANAGER</b>						<b>Information for Employees.</b> 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.					
Signature 			Date 11/24/98								
23. Position Review		Initials	Date	Initials	Date	Initials	Date	Initials	Date	Initials	Date
a. Employee <i>(optional)</i>											
b. Supervisor											
c. Classifier											
24. Remarks This position description was <b>NOT</b> recommended for firefighter retirement coverage because it <b>does not</b> contain duties directly connected with controlling and extinguishing fires. Incumbents of this PD <b>CANNOT</b> be given primary firefighter duties on a regular and recurring basis.											
25. Description of Major Duties and Responsibilities <i>(See Attached)</i>											

\*Agency Use Code should be entered in FPPS as last three spaces of position allocation number

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

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**CLASSIFICATION TITLE:            BIOLOGICAL SCIENCE TECHNICIAN**

**SERIES AND GRADE:                GS-404-07**

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**Introduction**

This position is located in a National Park Service organization. The purpose of the position is to perform a wide variety of complex fire management technical support functions, including leading other employees in the collection, inventory, processing, and reporting of data for one or several parks' vegetation and fire monitoring programs. The duties performed by the incumbent are typically associated with and supportive of professional work. This position is intended to report to a specialist or resources manager in the same or a related field. This position directly affects the design, operation, and adequacy of local fire monitoring and evaluation activities.

**Major Duties (80-100%)**

Serves as program lead for the fire monitoring program for one or several parks. Examines existing fire monitoring programs, data, and documentation at the park(s), identifies and prioritizes needs within the context of broader goals and objectives.

Trains and leads technicians and volunteers to establish and monitor monitoring plots in a variety of fuel/vegetation types. Verifies that plots are selected and monitored according to established guidelines. Monitors work progress, analyzes and solves operational problems, recognizes and reports system design flaws, and recommends solutions or alternatives. Develops protocols to monitor vegetation, soil, air quality, and faunal parameters not specified in the National Fire Monitoring Handbook and/or in the adopted park protocols.

Selects and/or approves locations and establishes fire effects observation cycles/intervals according to established protocols.

Leads and participates in the monitoring, collation, and reporting of live and dead fuel loadings, fuel moistures, and fire behavior and weather data relating to spread rate, flame length, and other prescription elements.

Independently identifies grasses, herbs, shrubs, and trees to species. Prepares -herbarium specimens correctly, and records microhabitat and plant association data. Confirms that field and voucher specimens are properly collected, identified, prepared and stored by other employees.

Produces vegetation maps. Prepares field maps and photographs of natural features from the ground. Accurately navigates with map and compass to locate predetermined points anywhere in the park. Locates field plots using GPS.

Enters natural resource field data into a personal computer using customized software. Routinely performs error checking, data entry quality-control, and simple to complex statistical analyses. Performs analyses of fire weather, behavior, fire history and effects data. Identifies and reports problems in computer data entry and analysis software. Works with fire behavior computer models such as the BEHAVE software program, and assists with the preparation of prescribed burn plans. Prepares regular time management summaries from the daily work logs of co-workers. Prepares estimates of predicted and actual work progress. Monitors current literature in the field of fire ecology and fire effects.

Prepares monthly work progress reports for supervisor, Prepares reports for each park of all work accomplished during the season. Provides the Regional Fire Monitoring Program Specialist with a seasonal summary report evaluating the status and progress of each park's fire monitoring program. Informs supervisor of monitoring implementation problems and proposes solutions. Documents all deviations taken, and why, from standardized procedures. Responds to, and initiates, written and verbal natural resources management inquiries relating to fire and vegetation management in an accurate and professional manner. Occasionally makes presentations to special interest groups on fire and vegetation management. Presents results of data analysis to fire and resource management staff at each park.

Coordinates program activities with various neighboring federal, state, and local government entities/agencies.

Serves as an instructor for nationally and/or regionally sponsored courses in fire effects monitoring as requested.

**Lead Duties (less than 25% of the time)**

Serves as a lead for a minimum of 3 employees/volunteers permanently and/or temporarily assigned to this function, one of which is at the GS-5 level. May supervise up to a few employees/volunteers, primarily on a seasonal basis, but this does not account for at least 25% of the position's time. Plans work schedules and logistics of field/lab crews and coordinates activities with park resource management and/or fire management staff at each park. Prepares a timetable for seasonal work to be done.

**Other Significant Facts**

Must possess a valid state driver's license in order to drive four-wheel-drive vehicles with manual transmissions.

Must be in good physical condition in order to safely perform under field conditions.

**Factor 1. Knowledge Required by the Position** (Level 1-5, 750 points)

Substantial practical and technical knowledge of vegetation sampling fire monitoring methods, procedures, and technology, and the skill to apply that knowledge in order to solve practical problems in a wide range of functions.

Practical knowledge of basic plant and fire ecology principles and techniques.

Knowledge of collection and recording procedures for processing fire behavior, effects, and weather data.

Basic knowledge of agency and departmental policies covering vegetation management with particular emphasis on wildland fire ecology.

Knowledge of the NPS National Fire Monitoring Program and/or adopted park protocols including theory, program history and development, and program implementation.

Knowledge of activities and policies concerning natural resources management in the National Park Service and the park. Ability to tactfully impart this information to interested parties.

Ability to research fire and resources management issues, and effectively communicate this information orally and in writing in the form of reports, statistical data, basic assessment of findings and observations, and supporting graphic materials.

Knowledge of park flora and plant community types found in the local area. Ability to quickly and correctly identify flowering plants to species and ability to distinguish lower plant orders.

Knowledge of NPS policies and planning practices as they relate to fire management.

Knowledge of the requirements imposed by legislation and regulations such as NEPA, the Clean Air Act, and the Endangered Species Act, etc.

Practical knowledge of statistics.

Ability to operate and make simple repairs to technical equipment used in vegetation monitoring.

Ability to adapt or design equipment needed for specialized situations.

Ability to execute the administrative aspects of the local monitoring program, planning work schedules and logistics, coordinating work both internally and externally, developing procedures, and overseeing the work of a small crew performing technical work.

Basic knowledge of fire behavior prediction systems and fire weather monitoring procedures.

Knowledge of collection and recording procedures for processing fire behavior, effects, and weather data.

Basic map and compass skills in order to locate field plots.

Knowledge of GPS in order to locate field plots.

Knowledge of word processing, database management, and specialized software programs essential to fire monitoring activities.

**Factor 2. Supervisory Controls** (Level 2-3, 275 points)

The supervisor defines objectives, priorities, and deadlines for assignments, and provides assistance on the more complex assignments. Assignments are conducted independently and as a team effort. The incumbent is relied upon to use cumulative experience and training in making judgments and in planning phases of work, and is expected to exercise initiative and independent judgment. Completed work is reviewed for appropriateness and technical soundness. Methods are not typically reviewed in detail.

**Factor 3. Guidelines** (Level 3-2, 125 points)

Guidelines include precedents, the NPS National Fire Monitoring Handbook and/or adopted park protocols, DO-18, DO-77, and other NPS directives, technical manuals, standards, and guidelines. The incumbent uses considerable judgment to select and apply the proper guidelines to be used, and modify or improvise to adapt to unusual situations. The incumbent also makes recommendations to modify guidelines, procedures, and methodologies to improve the efficiency of the organization.

**Factor 4. Complexity** (Level 4-3, 150 points)

The work involves performing a variety of technical duties, each of which involves different and unrelated procedures and methods. Each function may involve a variety of possible actions. The incumbent evaluates each situation and identifies and considers interrelationships in order to select the most appropriate methodology from among several alternatives.

**Factor 5. Scope and Effect** (Level 5-3, 150 points)

The purpose of the work is to perform complex resource management support work related to the role of fire within ecosystems. The work directly affects the design and execution of projects, the accuracy and acceptability of findings and recommendations, and provides an essential basis for management conclusions and plans.

**Factors 6 and 7 (combined). Personal and Purpose of Contacts** (Level 2/A, 45 points)

Contacts are with park and regional NPS fire management and resource management personnel; with park and university research scientists; with other federal, state and local land management agencies; and with superintendents as well as other divisions or work units within the park(s) and other fire parks. The purposes of contacts are to obtain, relay, and exchange information.

**Factor 8. Physical Demands** (Level 8-2, 20 points)

In addition to working in an office/laboratory setting, the work involves walking, running, climbing, and backpacking with a load over rough terrain, sometimes for extended periods; lifting moderately heavy items; bending and stooping for long periods; and working under occasionally inclement (i.e., cold, hot, snow, wind) weather conditions.

**Factor 9. Work Environment** (Level 9-2, 20 points)

Work is performed in an office, laboratory, and in the field. Field work includes exposure to extreme weather conditions and terrain, biting insects, wild animals, high pollen levels, dermatitis-causing plants, and poisonous snakes. Incumbent may be required to fly in helicopters and fixed wing aircraft, and may be required to work in actual fire situations, which can be hazardous.

## CLASSIFICATION EVALUATION

**Classification Allocation:** Biological Science Technician, GS-404-07

**Position Classification**

**Standard Used:** Grade Level Guide for Aid and Technical Work in the Biological Sciences, GS-400, 12/91

**Background**

This position is located in a National Park Service organization. The purpose of the position is to perform a wide variety of complex fire management and laboratory work, including leading other employees in the collection, inventory, processing, and reporting of data for one or several parks' vegetation and fire monitoring programs.

**Title and Series Determination**

This position meets the Grade Level Guide for Aid and Technician Work in the Biological Sciences, GS-400 Series, in which the work of technicians require performing duties or tasks which demonstrably and directly support the operation of scientific/laboratory endeavors and programs of an organization. The title of Biological Science Technician is considered most descriptive of the type of duties the incumbent is required to perform. Therefore; the proper title and series are Biological Science Technician, GS-404.

**Grade Level Determination**

As defined by the General Schedule Leader Grade Evaluation Guide, leader positions are classified one grade above the highest level of nonsupervisory work led. Since this position leads 3 or more biological science technicians, at least one of which is a GS-5; the grade of the leader duties is classified at the GS-6 level.

The nonsupervisory biological science technician duties are evaluated by the Grade Level Guide for Aid and Technical Work in the Biological Sciences, GS-400, (TS-111, 12/91), which is in the FES format and provided below.

FACTORS	POINTS	LEVEL	COMMENTS
1. Knowledge Required by the Position	750	1-5	Knowledge of standard, professionally accepted techniques and methods of biology to perform complex support work.
2. Supervisory Controls	275	2-3	Supervisor assists with unusual situations; incumbent plans and carries out steps; work reviewed for appropriateness and technical soundness.
3. Guidelines	125	3-2	Incumbent must choose the most appropriate from several guidelines; makes minor deviations.

4. Complexity	150	4-3	Work involves various duties with different and unrelated procedures and methods in support of fire management functions; incumbent identifies problems, considers precedents, and recognizes differences, similarities, and interrelationships before choosing an approach.
5. Scope and Effect	150	5-3	Work affects the accuracy and acceptability of the organization's fire management program.
6. Personal Contacts	--	2	Contacts with employees from other organizations and the public in moderately structured setting.
7. Purpose of Contacts	45	A	Exchange information.
8. Physical Demands	20	8-2	Prolonged standing, bending, and walking over rough terrain.
9. Work Environment	20	9-2	Encounters moderate risks, which require safety precautions.
TOTAL POINTS	1535		
Grade Conversion	GS-07		

**Conclusion**

This position classifies at the GS-06 level using the General Schedule Leader Grade Evaluation Guide. This position classifies at the GS-07 using the Grade Level Guide for Aid and Technical Work in the Biological Sciences. Since the nonsupervisory biological science technician duties performed by the incumbent are at a higher grade than the work led, the appropriate classification of this position is Biological Science Technician, GS-404-07.