

NATIONAL WEATHER SERVICE INSTRUCTION 90-101

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Staffing and Organization

Staffing Administration, NWSPD 90-1

APPROVED POSITIONS FOR SERIES BROADENING

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SUMMARY OF REVISIONS: This directive supersedes NWSI 90-101, "Approved Leadership Positions For Series Broadening," dated November 1, 2005. Two appendices are added by this revision. Appendix B adds General Services (GS)-14 non-bargaining unit positions that are recommended for series broadening when the position is vacated. Appendix C does the same for GS-13 non-bargaining unit positions. Each of the appendices also contains a table for recommended bargaining-unit positions. These will be added when a recently appointed team makes its recommendations. Finally, consideration of bargaining and non-bargaining unit employees at the GS-14 and GS-13 level has necessitated a change to the title of this directive. "Leadership" has been deleted since not all positions are leadership positions.

Signed by Donald Jiron _____ May 23, 2008

Robert J. Byrd _____ Date

Chief Financial Officer/Chief
Administrative Officer

Approved Positions for Series Broadening

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1. Introduction and Purpose. National Weather Service (NWS) staffing practices serve several functions including recruiting and retaining highly qualified personnel, and providing appropriate opportunities for career advancement for all employees. Analysis of the 2002 NWS Survey Feedback Action II data uncovered the perception that leadership opportunities for non-meteorologists are limited. The Workforce and Human Capital Committee (WHCC) chartered a team in late 2002 to recommend which grade 15 positions should be broadened when vacated. Their recommendations were incorporated as Appendix A in the November 1, 2005 version of this directive. A second team was chartered by the WHCC in March 2006 to recommend which grade 14 and grade 13 non-bargaining unit positions should be broadened when vacated. Appendices B and C contain their recommendations. A third team has recently been chartered for the purpose of recommending bargaining unit GS-14 and GS-13 positions that should be broadened. Their recommendations will be included in Appendices B and C in the tables that are now provided. At this time, no other grade levels are under consideration.

This instruction is the direct result of WHCC and Corporate Board support for the team’s major recommendation: Develop a process for managers and supervisors to ensure that positions NWS-wide are filled using consistent guidance to ensure maximizing career opportunities for all employees. Go to the NWS [Employee Resources & Best Practices](https://bestpractices.nws.noaa.gov/)¹ web page to view the *Best Practices Staffing Procedures and Guidance Handbook (September 2005—Initial Issuance)*. This version addresses two questions in detail: “How do I establish a position?” and, “How do I fill a vacancy?” As used herein, “supervisor” is interchangeable with “manager.”

2. Procedure. When a vacancy occurs² for any General Service (GS) grade 13, 14, or 15, the supervisor will first check the title of the position against those listed in the appendices to this instruction. [Appendix A](#) lists current titles of grade 15 positions under the series broadening

¹ NWS website accessed October 2005: <https://bestpractices.nws.noaa.gov/>.

² For organizations participating in the Pay Banding Demonstration project, see page 10 of the web site located at http://ohrm.os.doc.gov/static/PROD01_001029.pdf.

umbrella, [Appendix B](#) lists current titles for grade 14 non-bargaining unit positions, and [Appendix C](#), grade 13 non-bargaining unit positions. These appendices list the positions that, when vacated, will be series broadened. No change is anticipated to the current series while a position is encumbered.

2.1 Included Positions. If a vacant position is included on the list, supervisors will use the indicated series unless they can secure a waiver from the Chief Administrative Officer (CAO) that the job has changed so much that the indicated series is not in NWS' best interest. Supervisors should coordinate with their respective workforce management representatives to assure that series broadening recommendations remain valid for any particular vacancy, especially those that carry a heightened degree of sensitivity to how a position may be advertised with respect to future cross-over capabilities at an even higher grade (refer to "+" caveat in Appendix B and C for specifics).

2.1.1 Waiver Procedure. Supervisors may seek a waiver from the CAO by submitting a succinct business case (less than two business letter pages) as to why the WHCC and Corporate Board decision should be set aside in favor of another series. The CAO will either approve or disapprove the waiver request. The decision of the CAO is final and may not be appealed.

2.2 Non-Included Positions. When a position is not included on the broadening list, it should normally be filled using the current series, unless job requirements have changed to the point where reclassification makes sound management sense.

2.3 Vacancy Process. The process for filling vacancies involves several steps and entails the review, editing, and or generation of new documents and coordination among various individuals and organizations. Specific guidance is contained in the *Specific Staffing Procedures and Guidance Handbook*, located on the NWS' [Employee Resources & Best Practices](#)³ web page.

³ NWS website accessed October 2005: <https://bestpractices.nws.noaa.gov/>.

Appendix A - Approved Grade 15 Positions

The accompanying table lists the 29 WHCC and Corporate Board-approved grade 15 positions that, when vacated, will be series broadened. No change is anticipated to the current series while a position is held by the current incumbent. Vacant positions will be advertised using the “new series” unless appealed to, and a written waiver is issued by, the CAO. The CAO’s decision is final.

Table A-1 Approved Grade 15 Positions

Position/Location	Current Series	New Series	Rationale
Strategic Planner (SP) OSP, HQ W/SP	1340	1301	Position is the lead staff role for strategic planning activities for the NWS, and coordinates with the NOAA Strategic Plan. This position requires analytical and organizational ability. While understanding of NWS is important, the incumbent does not need to have a degree in meteorology to do the job. This position could be filled by someone with a physical science degree.
Science Plans Branch Chief (OST12) OST, HQ W/OST12	1340	1301	Leads Branch support of science and technology infusion NWS operations, including the scientific and technical review of new science and technology. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Statistical Modeling Branch Chief (OST22) OST, HQ W/OST22	1340	1301	Serves as the supervisor. Directs research and development, monitoring progress, ensuring guidance is issued in a timely manner, and seeking new opportunities for application of interpretive techniques to further the NWS mission. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Decision Assistance Branch Chief (OST23) OST, HQ W/OST23	1340	1301	Serves as the supervisor. Leader of projects designed to provide hydrological variables, short range numerical and statistical forecasts, and expert meteorological development assistance to field forecasters. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Evaluation Branch Chief (OST25) OST, HQ W/OST25	1340	1301	Leader of projects designed to evaluate data quality, models and forecasts through development of techniques to be implemented at WFOs, RFC,s and NCs. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Maintenance Branch Chief (OPS12) OPS, HQ W/OPS12	801	855	Position deals predominately with e-systems maintenance issues. The position should be narrowed to applicants qualified as electronics engineers only.
National Reconditioning Center Chief (OPS16) OPS, HQ W/OPS16	801	855	Knowledge required is in the areas of e-systems depot operations management; complex integrated e-systems operation and maintenance; quality control of depot operations; industrial production processes. The position should be narrowed to applicants qualified as electronics engineers only.

Position/Location	Current Series	New Series	Rationale
Deputy Operations Officer (DXO) (NP) NCEP W/NP	1340	1301	Has a broad range of responsibilities applying requirements in support of operations within NCEP and its multiple national centers. The 1301 series broadens the candidate pool and emphasizes the general nature of the work. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Central Operations Deputy Division Chief (NP1) NCEP W/NP1	1340	1301	Has a broad range of responsibilities applying requirements in support of operations within NCEP and its multiple national centers. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Climate Prediction Center Deputy Director (NP5) NCEP W/NP5	1340	1301	Broad range of responsibilities applying requirements in support of operations of multiple branches within NCEP and broad coordination responsibilities within and outside of the US. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Operations Branch Chief (NP51) NCEP W/NP51	1340	1301	Broad range of responsibilities applying requirements in support of operations of multiple branches within NCEP and broad coordination responsibilities within and outside of the US. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Deputy Director Aviation Weather Branch (NP61) NCEP W/NP61	1340	1301	Broad range of responsibilities applying requirements in support of multiple branches within the AWC and broad coordination responsibilities within and outside of the US. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Deputy Regional Director AR, CR, ER, SR, WR W/ARx1, W/CRx1, W/ERx1, W/SRx1, W/WR	1340	1301	This position supports the management of all scientific AR, CR, ER, SR, WR programs and field offices. The incumbent also manages and directs the administrative resources, such as budget, human resources, and strategic planning. This position could be filled by someone with a physical science degree, but not necessarily a meteorologist.
Scientific Services Division Chief AR, CR, ER, SR, WR W/AR1, W/ER3, W/CR3, W/SR3, W/WR3,	1340	1315, 1340	Scientific advisor to the Regional Director, and is primarily science degree, but the field should be narrowed to include only applicants qualified as hydrologists and meteorologists. This position could also be filled by someone with a physical science degree, but the field should be narrowed to include only applicants qualified as hydrologists and meteorologists.
Systems Operations Division Chief AR, CR, ER, SR, WR W/AR4, W/CR4, W/ER4, W/SR4, W/WR4	1301/ 801	801, 1301, 1550	Broad range of responsibilities - system and facilities support of operations; regional IT operations. This position could be filled by someone with a physical science degree, an engineering degree, or a computer science degree. The position could be posted as an Interdisciplinary vacancy for a 1301/801/1550.

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Position/Location	Current Series	New Series	Rationale
Chief Operating Officer SR only (SRx2) W/SR	1340	1301	<p>Oversees the conduct, development, and implementation of region-wide programs that cut across operations, science, and technology; and oversees region-wide programs of quality and timeliness of products and services that include the adequacy of human resources and technological support.</p> <p>This position could be filled by someone with a physical science degree, but not necessarily a meteorologist</p>
Climate, Water and Weather Division Chief (SR1) W/SR1	1340	1315, 1340	<p>This position is in charge of all climate, water and weather related services for Southern Region.</p> <p>This position could also be filled by someone with a physical science degree, but the field should be narrowed to include only applicants qualified as hydrologists and meteorologists.</p>

Appendix B - Approved Grade 14 Positions

The accompanying table lists the 21 WHCC and Corporate Board grade 14 non-bargaining unit positions that, when vacated, will be series broadened. No change is anticipated in the current series while a position is held by an incumbent. Vacant positions will be advertised using the “new series” unless they are appealed and a written waiver is issued by the CAO. The CAO’s decision is final.

Bargaining-unit positions will be added to this table when the WHCC team charged with making those recommendations submits its report.

A plus (+) beside a series indicates that there is a heightened degree of sensitivity with regard to how a position may be advertised with respect to future cross-over capabilities at a higher level. For example, a 1340 Series Meteorologist at the GS-13 level may be qualified to bid on a GS-14 level 1301 Series General Physical Scientist position, but may have difficulty crossing back over into the more restrictive 1340 Series at the GS-14 or GS-15 level unless relevant 1340 experience is preserved while serving in the 1301 position.

Table B-1 Approved Grade 14 Non-Bargaining Unit Positions

Position/Location	Current Series	Proposed Series	Rationale
Meteorology Program Leader, Integrated Services Division, Central Region Headquarters	1340	1301	<p>The PD for this job is in the process of being updated due to CR restructuring. The future PD will reflect multidisciplinary responsibilities - relying heavily on identifying performance measures, systems, and methodologies across all CRH divisions.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of weather service operations.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Climate Program Leader, Scientific Services Division, Central Region Headquarters	1315	1301	<p>The PD for this job is in the process of being updated due to CR restructuring. The future PD will reflect multidisciplinary responsibilities - relying heavily on identifying performance measures, systems, and methodologies across all CRH divisions.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of climate service to its customers.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>

Position/Location	Current Series	Proposed Series	Rationale
Hydrology Program Leader, Integrated Services Division, Central Region Headquarters	1315	1301	<p>The PD for this job is in the process of being updated due to CR restructuring. The future PD will reflect multidisciplinary responsibilities - relying heavily on identifying performance measures, systems, and methodologies across all CRH divisions.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of hydrologic service operations.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Chief, Electronics & Facilities Branch, Southern Region Headquarters	801	801 2210	<p>The incumbent oversees the conduct of the Southern Region's electronic maintenance programs and the Region's facilities program.</p> <p>The knowledge required of the position includes mastery of theories, principles, and practices of electronics and electrical engineering and many aspects of civil engineering. Primary oversight functions involve the maintenance and repair of electronic equipment and the maintenance, remodeling or construction of facilities.</p> <p>The requirements of the position are more technical than professional in nature since they involve management and oversight for policy integration, utilization, and operation; and maintenance of computers, electronic weather equipment, and facilities. The series most appropriate for these disciplines are 801 and 2210.</p>
Chief, Information Technology Branch, Southern Region Headquarters	1340	2210	<p>The Southern Region was recently restructured. During this process, the System Operations Division was changed from the current arrangement of a Systems Integration Branch and Observations and Facilities Branch into an arrangement which defines an Information Technology Branch and an Electronics and Facilities Branch.</p> <p>The new IT branch will focus solely on IT matters including network engineering, Active Directory management, WSR-88D and AWIPS program management (excluding maintenance, which will fall under the Electronics Branch) and all IT security matters.</p> <p>The obvious series for leading this branch is 2210. A meteorologist or hydrologist who qualifies as a 2210 can apply for the position, but if selected will fill the position as a 2210, not a 1340 or 1315.</p>
Chief, Dissemination Enhancement Team, Climate, Climatological Services Branch, Southern Region Headquarters	1340	1340 2210	<p>The title of this position is Chief, Dissemination Enhancement Team. The position requires the combination of someone who has extensive knowledge of NWS programs, products, and services in addition to significant information technology knowledge and experience.</p> <p>The position could be filled by someone who fully satisfies 1340 and/or 2210 requirements.</p>

Position/Location	Current Series	Proposed Series	Rationale
Deputy Regional Director, Pacific Region (formerly Chief, Technical Services Division)	1340	1301+ 1315 1340	<p>A new position description was drafted for the Chief of the Pacific Region Technical Services Division to support the transition to a Deputy Regional Director.</p> <p>This individual shares most responsibilities associated with Deputy Regional Directors serving in the other five NWS regions. Responsibilities are highly administrative, managerial, and multidisciplinary in nature.</p> <p>The proposed 1301 series for this position is consistent with the series already approved for comparable positions elsewhere in the NWS. However, because the grade structure in the Pacific Region for this position is one grade lower than comparable positions in other regions, the 1315 and 1340 series is being included to more fully support career ladder progression.</p>
Operations Improvement Hydro-Meteorologist, Meteorological Services Division, Eastern Region HQ	1340	1340 1315	<p>This position falls under MSD at ERH. A new PD was used to evaluate this position.</p> <p>This is a multidisciplinary position which is heavily involved in identifying performance measures, systems, and methodologies, and by nature is cross cutting with all ERH divisions. The 1340 and 1315 series are both qualified for the position.</p>
Regional Techniques Improvement & Professional Development Meteorologist, Scientific Services Division, Eastern Region HQ	1340	1301	<p>This position falls under SSD at ERH. The existing PD adequately reflects the duties of the job; however, the title of the position may require adjustment to reflect the multidisciplinary nature of the job.</p> <p>The position is heavily involved in scientific leadership of meteorological forecast techniques and training with special emphasis on utilizing new data sets and emerging technologies and research to improve mesoscale forecast prediction.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Deputy Chief, Hydrologic Services Division, Eastern Region Headquarters	1315	1301 810	<p>This position falls under HSD at ERH. The existing PD adequately reflects the duties of the job.</p> <p>This is a multidisciplinary position involved in providing hydrologic expertise; management of the river and flood forecasting services; geographic information systems and hydraulics as they apply to flood plain mapping, stream flow measurements and instrumentation; and, river and remote sensing reporting networks.</p> <p>The incumbent has the same authority to act as that delegated to the Chief of Hydrologic Services.</p> <p>This position could be filled by someone with a Physical Science or Civil Engineering degree, but not necessarily a Meteorologist or Hydrologist.</p>

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Position/Location	Current Series	Proposed Series	Rationale
Deputy Chief, Meteorological Services Division, Eastern Region Headquarters	1340	1301	<p>This position falls under MSD at ERH. The existing PD adequately reflects the duties of the job.</p> <p>The incumbent is responsible for managing and evaluating meteorological products and services, leading the public weather and digital weather services program, interacting with other NWS divisions and regions, serving as a liaison to external partners and customers, overseeing the ER Operations Center, and assisting the Chief with divisional planning, management and administrative responsibilities.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Deputy Chief, Scientific Services Division, Western Region Headquarters	1340	1301+ 1340 1550	<p>Highly technical and multi-disciplinary responsibilities. Serves as scientific leader of various techniques and training with special emphasis on utilizing new data sets and emerging technologies that can be transferred to and used by operational personnel to improve the operational activities of the NWS.</p> <p>The incumbent should have considerable knowledge from related fields of mathematics, computer science, physics, the physical sciences, meteorology, computer science, or geographical information systems (GIS).</p> <p>This position could be filled by someone with a Physical Science or Computer Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Deputy Chief, Systems Operations Division, Western Region Headquarters	1340	801 1301 1550	<p>The incumbent provides oversight for information and electronic systems, and facilities management. He/She also serves as Acting SOD Chief as needed.</p> <p>The incumbent bridges the gap between the NWS mission requirements, and systems needed to provide those mission-critical services.</p> <p>General engineering, physical science, or computer science degree professionals can fulfill the position requirements - not necessarily a Meteorologist or Hydrologist.</p>
Operations Officer, Office of the Director, NCEP	1340	1301	<p>This position leads NCEP meteorological programs and identifies weather related program objectives, coordinates plans to implement new programs, training, transfer of technologies from research to operations and predicting experience to help implement operational concepts for all NCEP Centers. In addition, this position assists the NCEP Chief Operating Officer in directing and resolving operational and technical management problems as well as serving as an expert in specialty areas within atmospheric, oceanic and other technical programs.</p> <p>Considering the technical and multi-disciplinary responsibilities associated with this position, this position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>

Position/Location	Current Series	Proposed Series	Rationale
Team Leader, Test & Evaluation Branch, Field Systems Operations Center, Office of Operational Systems, National Weather Service Headquarters, (W/OPS24)	1301	801 1301	<p>The incumbent provides critical leadership, management, and field systems support (e.g., operational testing and evaluation of existing and prototype field systems, tracking, strategic planning, etc.) for the Test & Evaluation Branch of the Field Systems Operations Center, Office of Operational Systems.</p> <p>The requirements of the position necessitate a comprehensive knowledge and experience in applied physical sciences in an operational environment and the electronic systems which support them. The incumbent bridges the gap between the NWS mission requirements, and systems needed to provide those mission-critical services.</p> <p>General engineering or physical science degreed professionals can fulfill the position requirements - not necessarily a Meteorologist or Hydrologist.</p>
Chief, Performance Branch, Performance & Awareness Division, Office of Climate, Water & Weather Services, National Weather Service Headquarters, (W/OS52)	1340	1301	<p>The incumbent provides critical leadership, management, and performance support (e.g., evaluation, tracking, strategic planning of training initiatives, etc.) for the Performance Branch of the Performance & Awareness Division, Office of Climate, Water & Weather Services.</p> <p>The requirements of the position necessitate a thorough understanding of complex scientific principles and service assessment, but do not require a specialized degree in Meteorology. The position could therefore be satisfied by an individual with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Lead Configuration Management Specialist, Radar Operations Center, Office of Operational Systems - Program Branch (W/OPS42)	301	301/2210 854/855 1550	<p>The incumbent is responsible for the Configuration Management (CM) of the WSR-88D system requiring knowledge and experience in performing hardware CM of major electronic systems, handling escrow and data right issues, different types of drawings, military specifications and commercial design practices. Knowledge and experience with software CM of major electronic systems including software identification, version control and large-scale software deployments is also needed.</p> <p>Additional requirements of the position include having a knowledge of and experience with the evaluation of Engineering Change Proposals; conducting Functional and Physical Configuration audits on both hardware and software systems; and experience with CM tools such as Agile for hardware management, Razor for software management, and DOORS for requirements management. In addition, the incumbent provides team leadership to build teamwork among groups of people with varying backgrounds and objectives.</p> <p>A broadened skill series for this position is appropriate since the Radar Operations Center consists of personnel in all five of the recommended job series. Candidates from any of these series could fill the position if they have the appropriate Configuration Management expertise.</p>

Position/Location	Current Series	Proposed Series	Rationale
<p>Meteorologist, Operations Branch, National Data Buoy Center, National Weather Service Headquarters, (W/OPS52)</p>	<p>1340</p>	<p>1301</p>	<p>The position evaluated was for one of the Meteorologist positions within the Operations Branch of the National Data Buoy Center, National Weather Service Headquarters.</p> <p>According to the Center Director, the duties associated with the position are broad in nature encompassing several disciplines and are generally managerial in nature.</p> <p>The requirements of the position necessitate a thorough understanding of scientific principles, but do not require a specialized degree in Meteorology or Oceanography. The position could therefore be satisfied by an individual with a Physical Science degree, but not necessarily a Meteorologist or Oceanographer.</p>
<p>Chief, Engineering & Electronics Section, Training Division (NWSTC), Office of Climate Water & Weather Services, National Weather Service Headquarters, (W/OS612)</p>	<p>1750</p>	<p>801 1301</p>	<p>The incumbent provides critical leadership and support to the engineering and electronics section of NWSTC by reviewing NWS mission requirements and establishing system training and oversight needed to provide and support mission-critical services.</p> <p>The incumbent must have a comprehensive knowledge and experience in applied physical sciences in support of operations and/or in electronic systems which support them to be able to provide sound oversight, leadership, and strategic planning for the engineering and electronics division. Technical, scientific, and administrative leadership and management responsibilities are essential requirements of the position - preferably supplemented by at least some background (but not necessarily professionally) in instructional methodologies and application.</p> <p>However, imposing a 1750 Series requirement on this position can not be justified considering that provision of sound and comprehensive technical/scientific leadership is critical in this position as opposed to the need to provide a professional educational/instructional background that would be more appropriate at the directorship level.</p>
<p>Meteorologist, Office of Operational Services, Observing Systems Branch, W/OPS22</p>	<p>1340</p>	<p>1301</p>	<p>This position is located at NWSH, Office of Operational Services, Observing Systems Branch. The PD for this position is in the process of being rewritten to reflect the requirement for a more multidisciplinary and crosscutting approach to the application of scientific principles and observing systems.</p> <p>The incumbent leads national scientific programs at the headquarters level by identifying meteorological-related program objectives and coordinating efforts to develop, field test and oversee the transfer of technology from research into operations. A Project Management Professional (PMP) certification may become a requirement of the position. This position could be filled by someone with a Physical Science degree, but no longer requires a Meteorological (or Hydrological) degree.</p>

Position/Location	Current Series	Proposed Series	Rationale
Meteorologist, Strategic Planning and Policy Office, National Weather Service Headquarters, (AA, W/SP)	1340	1301	<p>This position is located at NWSH, Office of the Administrator, Strategic Planning & Policy Office.</p> <p>The position description for this job will be revised to more accurately reflect increasingly interdisciplinary responsibilities which encompass meteorology, hydrometeorology, climatology, strategic planning & policy, and provision of scientific outreach across a wide-ranging field of scientific disciplines.</p> <p>This position primarily requires analytical and organizational ability. While understanding of hydrometeorological programs is important, the incumbent does not need to have a degree in meteorology or hydrology to successfully fulfill the requirements of the job. The position can be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>

Table B-2 Approved Grade 14 Bargaining Unit Positions

Position/Location	Current Series	Proposed Series	Rationale

Appendix C - Approved Grade 13 Positions

The accompanying table lists the 23 WHCC and Corporate Board grade 13 non-bargaining unit positions that, when vacated, will be series broadened. Vacant positions will be advertised using the “new series” unless they are appealed and a written waiver is issued by the CAO. The CAO’s decision is final.

Bargaining unit positions will be added to this table when the WHCC team charged with making those recommendations submits its report.

A plus (+) beside a series indicates that there is a heightened degree of sensitivity with regard to how a position may be advertised with respect to future cross-over capabilities at a higher level. For example, a 1340 Series Meteorologist at the GS-13 level may be qualified to bid on a GS-14 level 1301 Series General Physical Scientist position, but may have difficulty crossing back over into the more restrictive 1340 Series at the GS-14 or GS-15 level unless relevant 1340 experience is preserved while serving in the 1301 position.

Table C-1 Approved Grade 13 Non-Bargaining Unit Positions

Position/Location	Current Series	Proposed Series	Rationale
Regional Systems Manager, Systems & Facilities Division, Central Region Headquarters	1340	2210	The knowledge, skills and abilities required for performing the duties of this position clearly require Information Technology skills and should be filled with a series 2210. The current incumbent is qualified as a series 2210. This position description will be updated and reclassified this year as part of the CRH reorganization.
Electronics Program Manager, Systems & Facilities Division, Central Region Headquarters	856	856 2210	The responsibilities of this position are becoming more information technology (IT) based as electronic hardware has become more integrated with IT components. This opens the door for candidates who have experience in either information technology management or electronics system technology. The PD will be revised by CRH-SFD to reflect the above when the position next becomes vacated. Future vacancies will encompass both the 856 and 2210 series.
Hydrologic Science & Technology Support, Scientific Services Division, Central Region Headquarters	1315	1301	Plans, coordinates, and advises upon hydrologic projects and activities in the Central Region (CR). Provides scientific and technological support for WFO Service Hydrologists, Hydrologic Program Managers and River Forecast Center Hydrologists. Coordinates and reviews hydrologic research and development activities within CR and with Integrated Services Division in support of hydrologic services in Central Region. Someone with a Physical Science degree, not necessarily a Meteorologist or Hydrologist, could fully satisfy all requirements for this position.

Position/Location	Current Series	Proposed Series	Rationale
Warning Improvement Meteorologist, Scientific Services Division, Central Region Headquarters	1340	1301	<p>Regional program leader for radar, satellite, CRS and AWIPS applications and technology advancement and implementation with CR. Leads one or more teams of scientists and ITOs in the development and implementation of solutions to field operations issues pertaining warning and forecast improvement. Leads investigations of meteorological and technological challenges, recommends solutions and coordinates proposals for implementation through OSIP and PPBES. Facilitates the development and delivery of training focused toward improvement of forecast services. Leads investigations of statistical methods to quantify regional performance with a goal of measured improvement of products and services.</p> <p>Someone with a Physical Science degree, not necessarily a Meteorologist or Hydrologist, could fully satisfy all requirements for this position.</p>
Forecast Improvement Meteorologist, Scientific Services Division, Central Region Headquarters	1340	1301	<p>Provides regional support for scientific research development and publication. Incumbent leads one or more teams of scientists and ITOs in the development and implementation of solutions to field operations issues pertaining to the interactive forecast preparation system (IFPS). Leads investigations of meteorological and technological challenges, recommends solutions and coordinates proposals for implementation through OSIP and PPBES. Facilitates the development and delivery of training focused toward improvement of forecast services. Leads investigations of statistical methods to quantify regional performance with a goal of measured improvement of products and services.</p> <p>Someone with a Physical Science degree, not necessarily a Meteorologist or Hydrologist, could fully satisfy all requirements for this position.</p>
Regional Surface Observation Program / Marine Services Program Manager, Integrated Services Division, Central Region Headquarters	1340	1301	<p>The PD for this job is in the process of being updated due to CR restructuring. The responsibilities, as described in the current Position Description, have been expanded. With respect to the observation program, responsibilities now include other-than ASOS platforms (e.g. marine, aviation, etc.). The expansion of the marine observation program across the Great Lakes necessitated the inclusion of the whole of the marine services program. The existing Position Description will be updated to reflect program changes.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of observations and marine service operations. Someone with a Physical Science degree, not necessarily a Meteorologist or Hydrologist, could fully satisfy all requirements for this position.</p>
Aviation & Fire Weather Program Manager, Integrated Services Division, Central Region Headquarters	1340	1301	<p>The PD for this job is in the process of being updated due to CR restructuring. The responsibilities, as described by the Position Description, adequately match the position with respect to the aviation and fire weather programs. The marine program has been moved from the responsibilities of this position and the Position Description will be revised to reflect this change.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of aviation and fire weather service operations. Someone with a Physical Science degree, not necessarily a Meteorologist or Hydrologist, could fully satisfy all requirements for this position.</p>

Position/Location	Current Series	Proposed Series	Rationale
AWIPS/Radar Program Manager, Systems Operations Division, Southern Region Headquarters	1340	1301	<p>The position requires the incumbent to have a superior mastery of the AWIPS and RADAR system(s) and advanced knowledge of IT systems, applied meteorology and hydrology especially as applied to operational weather forecasting. Furthermore, the incumbent needs detailed knowledge of how these systems are incorporated to support the Region's physical science programs, including meteorological services and operations, hydrologic services and operations and their relationships with each other. She/he must coordinate efforts of headquarters and local office focal points in developing, testing, and implementing program and system enhancements in addition to understanding the operational science of meteorology and hydrology. During significant weather events within the Region, the incumbent is expected to provide support to ensure 100% system availability at all times.</p> <p>The position has the potential to be filled as a 1301, 1315, or 1340 (i.e., this position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist).</p>
NWR/Dissemination Meteorologist, Operational Services Division, Southern Region Headquarters	1340	1301	<p>The incumbent serves as the program leader for NOAA Weather Radio – All Hazards, and other dissemination programs in the Southern Region. Primarily, the individual provides functional management of the NWR, EAS, EMWIN, and HazCollect programs within the Region. These responsibilities require the individual to conduct strategic planning, and to evaluate the tradeoffs that commonly exist between cost and service benefit. The incumbent must possess (or be able to acquire) some basic technical understand knowledge of dissemination systems, but is not primarily responsible for designing, installing, or maintaining the actual physical elements of said systems. The individual must also have the ability to engage local, state, federal and private partners in the exploitation of new opportunities for enhancing or expanding dissemination systems within the region. The combination of knowledge and skills required to perform the aforementioned responsibilities are not likely confined to the 1340 series alone.</p> <p>To the extent that the dissemination of NWS products is largely independent of the processes and human skills required for deriving these services, the need for a mastery of theoretical and applied meteorology in this job is considerably less than those of other program positions. Knowledge of other regional meteorology programs, particularly those whose products are disseminated via NWR, EAS and EMWIN would be desirable, but not critical.</p> <p>An examination of the OPM qualification standards for the 1301 and 1315 series suggests that both would be satisfactory for this position. As a result, an opportunity exists to broaden consideration to include the 1301 and 1315 series, in addition to the 1340 series (i.e., this position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist).</p>
Techniques Development Meteorologist, Science & Technology Services Division, Southern Region Headquarters	1340	1340 1315 1550	<p>The current PD accurately reflects the duties of the position, which entails predominately the development of techniques for the provision of meteorological, hydrological, and climatological data, analyses, forecasts, and warnings using Internet and IT capabilities and techniques. Based on the extensive IT skills required to perform the job, the position can be broadened to include the 1315 and the 1550 series.</p>

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Position/Location	Current Series	Proposed Series	Rationale
Regional Climate Services Program Manager, Operational Services Division, Southern Region Headquarters	1340	1340 1301+	<p>The Regional Climate Services Program Manager in Southern Region is a multidisciplinary position relying heavily on identifying performance measures, systems, and methodologies across all SRH divisions.</p> <p>The incumbent provides direction, guidance, instructions and assistance to the WFO in the conduct of climate service to its customers.</p> <p>This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist. Because of possible career limitation in the 1340 series if the position is advertised as only 1301, the position should be advertised as both a 1340 and 1301 position.</p>
Operational Support Meteorologist, Meteorological Services Division, Eastern Region Headquarters	1340	1301	<p>The skills and knowledge necessary to execute the duties and responsibilities associated with this position (i.e., meteorology, physical oceanography, and computer program/IT skills) are fairly evenly distributed and are diverse enough to warrant consideration for series broadening to include the 1301 Physical Scientist Series.</p> <p>Although a strong background in meteorology and operational forecasting, with an emphasis on marine forecasting, would be an advantage; a Physical Scientist, not necessarily a Meteorologist or Hydrologist, could fully satisfy all critical job responsibilities.</p>
Electronics Program Manager, Systems Operations Division, Eastern Region Headquarters	856	856 2210	<p>The responsibilities for this position are expected to become more information technology-based over time as electronic hardware and software becomes more robust and intertwined - thereby opening the door for those who have experience in information technology management in addition to electronics systems experience.</p> <p>The PD will be revised by ERH-SOD to reflect the above when the position becomes vacated due to attrition. Future vacancies will encompass both the 856 and 2210 Series.</p>
Systems Meteorologist, Systems Operations Division, Eastern Region Headquarters	1340	1301 801	<p>The responsibilities for this position have undergone significant evolution during the past decade. In the mid 90s, the position was upgraded from a GS-12 to a GS-13 due to accretion of duties. Since that time, the job has become increasingly more involved with ASOS Program Management, NWR Management, and service as ES&H Regional POC – in addition to base responsibilities of observational program management, systems operations of the WSR-88D, system configuration management, and serving as COTR for maintenance and quality control of various systems contracts.</p> <p>The multidisciplinary nature of the job is such that an individual qualifying as a 1301 Physical Scientist (not necessarily a meteorologist or hydrologist) and/or an individual qualifying as an 801 General Engineer could fully satisfy the position requirements.</p> <p>The PD for this job will be rewritten by ERH-SOD with the above considerations in mind.</p>

Position/Location	Current Series	Proposed Series	Rationale
Observing Program Manager, Systems Operations Division, Eastern Region Headquarters	1340	1301	<p>The position requirements are multi-disciplinary in nature centered on data acquisition & quality control; technological enhancement of meteorological and hydrological data including observational networks; environmental monitoring; and, systems and contract administration. A specialized degree in meteorology or hydrology is not a requirement of the position.</p> <p>This position could be filled with someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Technology Transfer Meteorologist, Scientific Services Division, Eastern Region Headquarters	1340	1340 1315	<p>This position focuses on regional training initiatives including working with operational meteorologists, hydrologists, and NWS Headquarters on training issues.</p> <p>The individual holding the position must be thoroughly knowledgeable in NWS Hydrometeorological policy and operations, but doesn't necessarily need to be a meteorologist.</p> <p>Historically, this position has been filled by a 1340; however, the PD will be slightly revised to reflect that both the 1340 and 1315 series are fully qualified to satisfy position requirements.</p>
Dissemination, Verification, and Public Weather Meteorologist, Meteorological Services Division, Western Region Headquarters	1340	1301	<p>The incumbent serves as the dissemination and verification expert in NWS Western Region. The broad requirements for this position include understanding of a variety of statistical verification approaches, understanding of current and emerging rapid dissemination systems, and a grasp of weather, water, and climate data and forecast needs from a wide variety of users.</p> <p>Because dissemination and verification activities are independent from actual forecast preparation, NOAA and OPM qualification standards for the 1301-Physical Scientist and 1315-Hydrologist series suggest that both would be satisfactory for this position in addition to the 1340-Meteorologist series.</p>
Marine and Warning Coordination Meteorologist, Meteorological Services Division, Western Region Headquarters	1340	1301	<p>The incumbent serves as the marine and warning coordination expert in NWS Western Region. The broad requirements for this position include understanding of a variety of marine meteorology and oceanographic science, and an understanding of weather, water, and climate data and forecast needs from a wide variety of users.</p> <p>Because these requirements are independent from actual forecast preparation, NOAA and OPM qualification standards for the 1301 series would be satisfactory for this position. This position could be filled by someone with a Physical Science degree, but not necessarily a Meteorologist or Hydrologist.</p>
Regional Electronics Program Manager, Systems Operations Division, Western Region Headquarters	856	856 2210	<p>The incumbent provides oversight, and serves as technical maintenance expert, for both computer and electronic systems maintenance. A new position description has been drafted to reflect increasing current and envisioned interdisciplinary responsibilities.</p> <p>A comprehensive understanding of complex information technology, computer, and electrical engineering concepts related to field systems is a requirement for the position. The 856 and 2210 series fully satisfies these requirements.</p>

Position/Location	Current Series	Proposed Series	Rationale
Deputy Director, International Tsunami Information Center, Pacific Region Headquarters	1360	1301	<p>The position examined was the Deputy Director of the International Tsunami Information Center position, Honolulu, Hawaii. There is no equivalent position anywhere in the NWS. This individual is supervised by the Pacific Region Director rather than the ITIC Director because the position is now tied to the World Meteorological Office.</p> <p>Responsibilities associated with the position can be fully satisfied by a Physical Scientist, not necessarily an Oceanographer. The position requires the knowledge and skills of a scientist as the individual performs significant scientific liaison duties. However, the individual is not required to perform duties that are specific to the oceanographer series.</p>
Supervisory Electronics Engineer, National Reconditioning Center, NEXRAD Repair Branch	855	801	<p>This position is both technical and supervisory in nature. Technically, the person must have academic training in electronic, electrical, or general engineering, and also display a wide range of experience in electronics. Administratively, the person should possess supervisory skills including experience in supervising technical personnel, hiring, awards, performance reviews, team building, motivational skills, conflict resolution skills, and disciplinary skills. Engineering skills are needed to enable the supervisor to adequately assess the performance of subordinates and the performance of the branch.</p> <p>The more generic General Engineering Series, which also encompasses the more specific 855 Electronics Engineering Series, would better represent the multi-disciplinary requirements of this position. This change would also be more consistent with SOD Chiefs in many NWS regions which are also filled in the 801 Series.</p>
Supervisory Electronics Engineer, National Reconditioning Center, Weather Systems Repair Branch	855	801	<p>This position is both technical and supervisory in nature. Technically, the person must have academic training in electronic, electrical, or general engineering, and also display a wide range of experience in electronics. Administratively, the person should possess supervisory skills including experience in supervising technical personnel, hiring, awards, performance reviews, team building, motivational skills, conflict resolution skills, and disciplinary skills. Engineering skills are needed to enable the supervisor to adequately assess the performance of subordinates and the performance of the branch.</p> <p>The more generic General Engineering Series, which also encompasses the more specific 855 Electronics Engineering Series, would better represent the multi-disciplinary requirements of this position. This change would also be more consistent with SOD Chiefs in many NWS regions which are also filled in the 801 Series.</p>
Information Technology Specialist, Telecommunication Infrastructure Branch, Office of Chief Information Officer, W/CIO14	391	2210	<p>The Telecommunications Specialist position, serving in the Telecommunication Infrastructure Branch - Office of Chief Information Officer, is in the process of being reclassified as a 2210 Information Technology Specialist.</p> <p>The responsibilities of this position are becoming more Information Technology based as telecommunications hardware and software is increasingly integrated with IT-based components. Future incumbents of this position will need to possess a level of IT understanding and/or experience afforded by the 2210 series. The 391 series will no longer be sufficient to fully satisfy envisioned future critical requirements of this position.</p>

Table C-2 Approved Grade 13 Bargaining Unit Positions

Position/Location	Current Series	Proposed Series	Rationale