

INTRODUCTION

This is a professional recreation trainee position located in the Bureau of Land Management (BLM) at any organizational level with a district recreation program. The trainee is exposed to a wide variety of recreation operations on a planned rotational basis. Work assignments are designed specifically to (1) train and give on-the-job experience to help the trainee relate relevant academic knowledge to well-defined tasks in recreation management; (2) aid quick learning of accepted methods, techniques and practices; (3) guide employee's interests, aptitudes, and potential in adjusting to work situations and recreation management practices; and (4) orient the employee to BLM policies, philosophy, and procedures. Tasks may be similar to those assigned to recreation technicians, but represent basic preparation pointing to more complex and responsible management work.

MAJOR DUTIES

Assists higher graded employees, or works as a team member, in accomplishing selected portions of projects such as the following:

Participates in the management and planning of a small to medium size recreation program located at a BLM Field or District Office, National Conservation Area, or Monument.

Assists in the administration of recreation permits, including concessionaire operations.

Participates in the inspection of recreation facilities to assure compliance with health and safety standards. Reports deficiencies to supervisor.

Performs trail, campsite, and other related recreation facility inventories.

Collects and compiles information for recreation data bases such as the BLM's automated Recreation Management Information System (RMIS).

Performs basic law enforcement duties commensurate with qualifications.

Performs routine facility maintenance, updates visitor site information, and records site condition.

Performs routine visitor contact in the field. Explains site use requirements. Collects recreation use permits in accordance with established procedures. Reports to supervisor and law enforcement of any non-compliance.

Performs visitor contact in the office, by telephone and the internet.

Participates as a member of an interdisciplinary team for short-term routine projects, which may involve the National Environmental Policy Act (NEPA) assessment process.

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Plans and implements basic interpretative and/or environmental education programs.

Assists higher graded employees in other disciplines and as a result becomes familiar with principles of integrated resource management. Examples may include:

Collects and compiles data pertaining to soil and watershed, landscape management, range conditions, wildlife biological evaluation, timber inventory, reforestation, landline locations and other natural resource activities.

Receives training and work assignments designed to provide a basic understanding of Land Use and Resource Management Plan(s).

Performs assigned phases of fire management including serving as a member of a fire suppression crew.

FACTORS

Factor 1, Knowledge Required

FLD¹ 1-5, 750 points

- Knowledge of basic professional recreation and wilderness management concepts and principles, typically acquired through a Bachelor's Degree program in natural resources recreation management, sufficient to perform trainee level duties.
- Knowledge of social recreation theory in areas such as visitor behavior, cultural differences in visitors, and communications.
- Familiarity with trends in amount and kinds of outdoor recreation use and user types.
- Knowledge of differences in the interaction and communication styles of various ethnic and cultural groups.
- Knowledge of basic recreation visitor needs, including the physically challenged.
- Ability to express thoughts both orally and in writing.
- Knowledge of the principles of interpretation and environmental education, including knowledge of audio-visual resources and media presentations.

Factor 2, Supervisory Controls

FLD 2-1, 25 points

The supervisor makes assignments that are accompanied by clear, detailed, and specific instructions.

¹ Factor Level Description

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Employee works as instructed and consults with supervisor on all matters not specifically covered in the original instructions or guidelines.

Work is reviewed in progress and on completion for technical accuracy and adherence to instructions and established procedures.

Factor 3, Guidelines

FLD 3-1, 25 points

Guidelines include BLM manuals, technical handbooks, directives, guides, and Land Use and Resource Management Plans standards and guidelines which are detailed and directly applicable.

The employee works in strict adherence to the guidelines, consulting the supervisor for authorization of any deviations.

Factor 4, Complexity

FLD 4-2, 75 points

Assignments consist of specific tasks which are designed to orient the trainee in the practical application of recreation management theory and basic principles. These tasks are usually the routine and detailed work involved in projects being performed by higher graded employees. Duties may be similar to those performed by recreation technicians, but are performed primarily for developmental purposes.

The trainee will make decisions regarding what needs to be done involving various choices to recognize the existence of and difference among a few obvious situations.

Factor 5, Scope and Effect

FLD 5-1, 25 points

The purpose of the work is to orient the trainee in the practical application of basic recreation, wilderness and management principles.

The effect of the work is to increase the efficiency of the employee in performing natural resource management duties and to facilitate the work.

Factor 6, Personal Contacts & Factor 7, Purpose of Contacts

FLD 1A, 30 points

Personal contacts are primarily with other BLM employees at the duty location and with visitors. Some contacts will be made with landowners and permittees, although such contacts are usually in the company of more experienced employees.

Contacts with other BLM employees are for the purpose of obtaining information, advice and direction, reporting on findings, general orientation, and professional development of the employee. Contacts with visitors are for the purpose of providing information and obtaining feedback to determine the quality level of customer service.

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Factor 8, Physical Demands

FLD 8-2, 20 points

The work requires some physical exertion such as walking over rough or mountainous terrain, horseback and off-highway vehicle riding, recurring bending, crouching, stooping, or similar activities.

Factor 9, Work Environment

FLD 9-2, 20 points

Work is performed in an office and field environment. Field work hazards include risk of injury from falls, strains, striking against brush and overhanging branches, bites and stings. Work also includes occasional exposure to inclement weather such as rain, cold, or heat.