

## **INTRODUCTION**

This is a recreation management professional standard position located in a Bureau of Land Management (BLM) Office with a district operational type recreation program. The incumbent has responsibility for the development of annual plans and implementation and administration of short range plans for recreation, visitor services and wilderness activities. The employee carries out broad assignments in planning and administration of more complicated and diverse recreation programs. The position may also be located in second tier or higher organizations where multiple recreational management programs are being administered in an oversight capacity and the incumbent has program segment responsibilities.

## **MAJOR DUTIES**

Plans for and manages developed recreation sites and primitive wilderness facilities such as camp and picnic, winter sports, boating and swimming, trails, trailhead parking, etc., by conducting surveys, analyzing data, proposing, mapping, and laying out improvements in areas designated for recreation purposes; checking details of proposed site plans against broader management plans such as implementation plans, Land Use and Resource Management Plans to ensure adherence to standards and guidelines and desired future conditions.

Prepares or assists in National Environmental Protection Act (NEPA) analysis and the preparation of environmental documents such as environmental assessments and impact statements. Considers and documents impact of proposed recreational activities and facilities on other resources such as soils, water, timber, range, cultural, viewshed, and wildlife. May serve as a team leader, or member, or participate in interdisciplinary teams for integrated resource planning.

Inventories recreation improvements and associated facilities, and prepares schedules for operation, maintenance and rehabilitation.

Compiles material and supply estimates for recreation facilities, maintenance, construction and operation. Prepares contract specifications for recreation construction, and cleanup and maintenance projects. Determines work force needed to accomplish objectives.

Participates in the preparation and execution of financial and program work plans by estimating, combining, and coordinating project plans into the appropriate annual work plans.

Oversees, inspects, and/or monitors compliance of recreation permits, including concessions. Processes special recreation permit applications. Confers with permittees and/or outfitter and guide permit holders to gain compliance.

Oversees law enforcement responsibilities for the unit's recreation activities. Coordinates with law enforcement on recreation site compliance issues.

Plans and oversees interpretive, environmental education programs and recreation special events. Coordinates special emphasis programs such as volunteers and partnerships.

## Natural Resources Specialist (Recreation), GS-401-9

May serve as a contract inspector or Contracting Officer Representative (COR) for recreation oriented service and construction contracts such as toilet pumping, garbage collection, trails construction and maintenance, and assigned capital investment projects. Coordinates with engineers, landscape architects and other specialists to ensure adherence to site plans and designs.

May supervise lower graded employees and volunteers. Assigns tasks, provides for training and safety, and may evaluate performance and recommend recognition. Resolves minor disciplinary problems and refers more serious disciplinary problems to the supervisor.

### **FACTORS**

#### Factor 1, Knowledge Required

FLD<sup>1</sup> 1-6, 950 points

- Professional knowledge of principles, concepts, and practices sufficient to plan and administer a recreation, visitor services and wilderness program that not only supports and meets the basic program requirements, but also provides a range of program activities which properly utilize and are in harmony with Land Use and Resource Management Plan standards, guidelines and prescriptions.
- Knowledge of Land Use and Resource Management Plan standards and guidelines, and related BLM policies, procedures and statutory requirements for recreation and wilderness management.
- Professional and technical knowledge of dispersed and developed recreation management to evaluate facility condition and maintenance needs, prepare maintenance plans and schedules, coordinate maintenance and construction activities, and participate in recreation development planning.
- Knowledge of how to conduct resource inventories and collect and compile visitor use data.
- Knowledge of how to evaluate, analyze, and apply resource and social data in making accurate decisions.
- Knowledge of recreation demographic data and cultural differences of users and how this relates to planning of future activities/facilities and management of existing ones.
- Knowledge of recreation visitor needs, including the physically challenged, and the ability to plan and manage programs, facilities, etc., to meet those specific needs.
- Knowledge of BLM health and safety standards and recreation facility standards sufficient to recognize when corrective action should be initiated.

---

<sup>1</sup> Factor Level Description

## Natural Resources Specialist (Recreation), GS-401-9

- Knowledge sufficient to interpret and communicate with other disciplines the effects of recreation programs on other resources such as timber, wildlife, soils, water, cultural resources and visual quality.

### Factor 2, Supervisory Controls

FLD 2-3, 275 points

The supervisor outlines program objectives and the resources available. The employee and supervisor consult on coordination of work plans into annual work plans.

The employee independently plans the steps and techniques necessary to complete the assignment in accordance with established recreation management practices. Where unusual or unconventional environmental conditions are encountered, or where problems require modification of established local practices, the employee discusses the planned action in advance with the supervisor.

The supervisor reviews the work for technical adequacy, soundness, and accomplishment of overall objectives.

### Factor 3, Guidelines

FLD 3-3, 275 points

Guidelines are usually applicable and include laws and regulations, policy and procedure manuals and handbooks, standard professional practices, Land Use and Resource Management Plans, annual work plans, long range recreation management plans, and verbal instructions from the supervisor. However, the guides may not address specific sets of circumstances found on the ground.

The employee uses professional judgment to select from a number of choices to identify the alternative or compromise that best satisfies recreation management considerations as well as total environmental considerations. Some assignments require departures from established procedures. The employee determines when problems cannot be resolved through existing criteria.

### Factor 4, Complexity

FLD 4-3, 150 points

The assignments involve resource and visitor use inventory, analysis of resource and social conditions, and development and administration of plans for recreation management programs. The employee must collect, evaluate, and apply resource and social data using current policy and guidelines to make sound and defensible decisions.

Projects vary greatly and the employee must be flexible, always looking for ways to improve management opportunities, and be willing to depart from traditional methods to improve quality.

Although areas of responsibility present few unique problems, the employee must interpret data in terms of the variables involved, the effect on other resources, and the rationale of competing interests. This may necessitate extending, modifying or otherwise adapting procedures to resolve complex issues.

## Natural Resources Specialist (Recreation), GS-401-9

Concerns for the environmental features and socioeconomic characteristics are typically satisfied by application of standard practices.

### Factor 5, Scope and Effect

FLD 5-3, 150 points

The purpose of the position is to plan, administer and implement a discrete recreation management program in a BLM line organization or assist in administering a segment of a recreation management program in a second tier or higher organization. The employee investigates and analyzes a variety of resource problems, and recommends and implements solutions.

The work directly impacts other resource programs in the unit for which the employee has no direct responsibility (e.g., rangeland, forest, wildlife). Therefore, the efficiency of the multiple-use management of all resources under management and the economic and social well-being of the public which is dependent on the use of public land resources are directly affected by the actions planned or taken.

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

FLD 2-b, 75 points

Personal contacts are with specialists in other resource areas, the general public, special interest groups, permittees, contractor personnel, and representatives from state and local agencies.

The contacts are to inspect work, conduct training, coordinate recreation use requirements, monitor user activities, obtain compliance with contracts and permits, request comments, collect use information and ensure protection of recreational facilities and areas. This may involve resolution of mutual conflicts between competing resource areas and/or differences in appropriate or allowable practices.

### Factor 8, Physical Demands

FLD 8-2, 20 points

The work requires 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 includes occasional exposure to inclement weather such as rain, cold and heat.