

Guide to Implementing the Job Family Standard, Professional Work in the Natural Resources and Biological Sciences Group, GS-0400

GENERAL

The new GS-0400 JFS contains several significant changes from previously published standards and the draft GS-0400 JFS issued in November 2002. In addition to changing the overall name of the JFS from Biological Sciences Group to Natural Resources Management and Biological Sciences Group, the new standard also changes the title of positions in the GS-0482 series from Fishery Biologist to Fish Biologist. The JFS eliminates three professional GS-0400 series (i.e., GS-0406, GS-0436, and GS-0493), none of which are occupations found in the Bureau of Land Management.

Perhaps the most significant change as a result of the issuance of the new standard concerns recreation management and fire management positions. The Introduction to the Natural Resources Management and Biological Sciences Group, GS-0400, acknowledges that fire program management and recreation management are two significant natural resources management functions. The Introduction does not specify what series in the 400 group covers fire program management and recreation management. However, Part III – Explanatory Material Section B.3, states: “Agencies that have fire program management and recreation science work that matches the work of the 0400 occupational group will not find a matching occupation in the group. By default, agencies may classify the work to series 0401.”

The new JFS replaces many other classification standards that, in the past, have been in narrative format. When applying the standard to positions in the GS-0403, 0414, and 0470 series, or to any position that was classified by cross-series comparison to a narrative standard, the minimum requirement is the preparation of a Position Classification Standards Factor Evaluation Statement similar to that shown on page 13 of the Classifier’s Handbook.

TITLING POSITIONS PLACED INTO THE GS-401 OCCUPATIONAL SERIES

Our workforce planning process identified problems with titling practices in “01” occupational series positions; therefore, supplemental guidance is provided on titling positions placed into the GS-0401 occupational series. We identified 207 different titles for the 603 positions shown at present in FPPS in the GS-0401 occupational series. Without reviewing the actual position descriptions, we re-titled these positions based upon their current official and organizational titles. This resulted in 69 different titles. Placement of these positions into the GS-0401 Series Workforce Planning Categories and Definitions further grouped them into 14 subcategories.

GS-0401 Titling Principles

- Newly classified positions placed into the GS-0401 occupational series must be titled using the principles outlined in this guidance.
- Servicing HR offices have discretionary authority on when and how to convert the titles of current positions.
- If appropriate to your classification, use the exact titles, including the abbreviations shown.
- When assigning titles, consider the workforce planning categories and the impact of your title on workforce planning.

For ease of use, the workforce planning categories are:

Workforce Planning Categories and Definitions

Series	Position	Definition
401	General Biological Science Series	
401-1	Manager/Supervisor	Includes all positions in this series where a natural resource/biological science knowledge is required but where managerial/supervisory skills are predominant.
401-2	Natural Resources	Includes all positions in this series where there is a mix of technical lead or specialist duties in two or more different plant and animal programs or where the assigned biological science duties do not fit any other category.
401-3	Wildlife/WH&B/Fisheries	Includes all positions that have as their primary or sole responsibility protection, monitoring, and planning related to animal/fish species.
401-4	Plants/Weeds	Includes all positions that have as their primary or sole responsibility duties related to the protection, monitoring, planning, or eradication of plant species.
401-5	Surface/Soils/Minerals	Includes all positions requiring a professional knowledge of biological science that have surface protection, soil science, hazardous materials, etc. duties as a primary responsibility.
401-6	Planning	Includes all positions that require a professional knowledge of biological science to provide digital planning products, or to participate in resource, NEPA or other planning and analysis efforts.
401-7	GIS Specialist	Includes all positions in this series that have the use of GIS technology as the primary responsibility
401-8	FIRE - Manager/Supervisor	Includes all positions where in addition to other knowledge, managerial, supervisory and administration skills are paramount.
401-9	FIRE - Fire Specialist	Includes all professional fire management specialists in aviation, fuels, suppression, pre-suppression, etc.
401-10	FIRE - Fire Business/Training Specialist	Includes all professional positions involved in fire business management and training planning, policy development, instruction, etc.
401-11	FIRE - Wildland Urban Interface	Includes all professional positions involved in WUI plans, coordination, and program management.
401-12	Other	Includes all positions in this series that clearly do not fit in any of the other categories.

Workforce Planning Category	Recommended Title	Current Position Title
401-1	ASST FIELD MGR	ASSISTANT FIELD MANAGER
	ASST FIELD MGR (RENEWABLE RES)	AFOM FOR RENEWABLE RESOURCES

Workforce Planning Category	Recommended Title	Current Position Title
	ASST MONUMENT MGR	ASSISTANT MONUMENT MANAGER
	DEP STATE DIR (RES)	DEPUTY STATE DIRECTOR, RESOURCES
	GROUP MANAGER	GROUP MANAGER
	NATRL RES AREA MGR	NATURAL AREA MANAGER
	NATRL RES PROJ MGR	PROJECT MANAGER
	RES, LANDS, & MNRLS PROG MGR	PROGRAM MANAGER(RSRCS LANDS & MNRLS)
	SUPVRY NATRL RES SPECLST	PINE HILL PRESERVE MANAGER PRESERVE MANAGER SUPV NATURAL RESOURCE SPEC SUPV NATURAL RESOURCE SPECIALIST SUPVY NATURAL RESOURCE SPEC SUPVY RESOURCE MANAGEMENT SPEC
	SUPVRY NATRL RES SPECLST (MINERALS)	SUPVY MINERALS RESOURCE SPECIALIST
	SUPVRY NATRL RES SPECLST (WH&B)	SUPV NATURAL RESOURCE SPEC SUPV WILD HORSE AND BURRO SPEC SUPV WILD HORSE/BURRO SPEC
	WH&B PROG MGR	PROGRAM MANAGER (WH&B PROG) WH&B PROGRAM MANAGER
	SUPVRY FISH & WILDLIFE BIOLOGIST	SUPV. FISH & WILDLIFE BIOL
401-10	FIRE MGMT SPECLST (PLNG)	FIRE MANAGEMENT SPECIALIST FIRE MGMT SPEC (FIRE PLANNER) FIRE PRGRM ANALYSIS PROJ COOR STATE FIRE MANAGEMENT PLANNER
	FIRE MGMT SPECLST (PREVENTION & MITIGATION)	FIRE MANAGEMENT SPEC (PREV & MIT) FIRE MANAGEMENT SPECIALIST
	FIRE MGMT SPECLST (TRNG)	FIRE MANAGEMENT SPECIALIST TRAINING COORDINATOR (FIRE)
	WILDLAND FIRE & AVIATION LIAISON	WILDLAND FIRE & AVTN LIAISON
401-12	NATRL RES RESTORATION PROG MGR	NATURAL RES RESTORATION PROG MANAGER
	NATRL RES SPECLST (DATAMGT)	NATURAL RESOURCE SPECIALIST
	NATRL RES SPECLST (AIR)	AIR RESOURCES SPECIALIST
	NATRL RES SPECLST (ENTOMOLOGY)	INTEGRATED PEST MANAGEMENT
	NATRL RES SPECLST (HAZMAT TRNG)	TRAINING COORDINATOR (HAZMAT)
	NATRL RES SPECLST (OUTREACH)	COMMUNITY OUTREACH SPECIALIST FOUNDATION LIAISON
	NATRL RES SPECLST (PALEO)	BIOLOGICAL SCIENTIST (PALEO)
	NATRL RES SPECLST (SMOKE)	SMOKE MANAGEMENT SPECIALIST
	NATRL RES SPECLST (TECHNOLOGY TRANSFER)	TECHNOLOGY TRANSFER SPECIALIST
	NATRL RES SPECLST (TRNG)	ENVIRONMENTAL EDUCATION COORDINATOR NATURAL RESOURCES TRNG COO PARTNERSHIP SERIES PROJECT COORDNTR WILDERNESS TRAINING SPECIALIST
	NATRL RES SPECLST (WATER RIGHTS)	NAT RES SPEC (WATER RIGHTS) NAT RESOURCE SPEC (WTR RIGHTS) NATURAL RESOURCE SPEC (WATER RIGHTS) NATURAL RESOURCE SPECIALIST WATER RIGHTS SPECIALIST
401-2	LEAD NATRL RES SPECLST	LEAD NATURAL RESOURCE SPCLST LEAD NATURAL RESOURCE SPEC LEAD NATURAL RESOURCE SPEC. LEAD NATURAL RESOURCE SPECIALIST
	LEAD RANGELAND MGMT SPECLST	LEAD RANGELAND MANAGEMENT SPECIALIST
	NATRL RES SPECLST	BIOLOGICAL SCIENTIST BIOLOGIST GENERAL BIOLOGIST NATURAL RESOURCE ADVISOR NATURAL RESOURCE MGMT SPEC

Workforce Planning Category	Recommended Title	Current Position Title
		NATURAL RESOURCE SPEC NATURAL RESOURCE SPECIALIS NATURAL RESOURCE SPECIALIST NATURAL RESOURCE SPECIALIST (ESR) NATURAL RESOURCE SPECIALIST (LEAD) NATURAL RESOURCE SPECIALIST (T&E) NATURAL RESOURCE SPECIALIST (WEEDS) NATURAL RESOURCES ADVISOR NATURAL RESOURCES MANAGEMENT RENEWABLE RESOURCE ADVISOR RESOURCE ADVISOR RESOURCE ADVISOR (BIO SCIENCE) RESOURCE ADVISOR (REN RES) RESOURCE COORDINATOR SENIOR NATURAL RESOURCE SPEC SR. NATURAL RESOURCE SPEC. WOODLAND ECOLOGIST
	NATRL RES SPECLST (ESR)	NATURAL RESOURCE SPEC(ESR) NATURAL RESOURCE SPECIALIST
	NATRL RES SPECLST (FUELS)	NATURAL RES SPEC (FUELS MGMT) NATURAL RESOURCE SPEC (FUELS) NATURAL RESOURCE SPECIALIST
	NATRL RES SPECLST (SOIL, AIR, & WATER)	ENVIRONMENTAL SPECIALIST REGIONAL SOIL, AIR & WATER SPECIALIST
	NATRL RES SPECLST (T&E)	NATURAL RESOURCE SPEC (T&E) T&E SPECIES BIOLOGIST (ESA AD) THREATND & ENDANGRD SPECIES
401-3	FISH & WILDLIFE BIOLOGIST	FISH AND WILDLIFE BIOLOGIST
	MARINE BIOLOGIST	MARINE BIOLOGIST
	NATRL RES SPECLST (RIPARIAN)	NATURAL RESOURCE SPECIALIST
	NATRL RES SPECLST (WH&B)	NATURAL RESOURCE SPEC (WH&B) NATURAL RESOURCE SPECIALIST WH&B SPECIALIST WILD HORSE & BURRO SPECIALIST WILDHORSE & BURRO PROG SPEC WILDHORSE AND BURRO SPECIALIST
401-4	NATRL RES SPECLST (WEEDS)	NATURAL RESOURCE SPEC (WEEDS) WEED MANAGEMENT SPECIALIST WEED MGMT PROGRAM COORDINATOR
401-5	HAZMAT, SOIL & WATER SPECLST	HAZMAT, SOIL & WATER SPECLST
	LEAD NATRL RES SPECLST (MINERALS)	LEAD MINERAL RESOURCE SPECIALIST
	NATRL RES SPECLST (COMPLIANCE)	INSPECTION & ENFORCEMENT COORDINATOR LANDS AND SURFACE COMPLIANCE NATURAL RESC PROTECTION SPEC SURFACE PROTECTION SPECIAL SURFACE PROTECTION SPECIALIST
	NATRL RES SPECLST (MINERALS)	MINERAL RESOURCE SPEC MINERALS RESOURCE SPECIALIST
	NATRL RES SPECLST (RECLAIMATIION & COMPLIANCE)	RECLAMATION & COMPLIANCE SPEC
	NATRL RES SPECLST (RECLAMATION)	RESTORATION COORDINATOR SURFACE RECLAMATION SPECIALIST VEGETATION & RESTORATION SPECIALIST
401-6	LAND USE PLNG PROJ MGR	PROJECT MANAGER (E-PLANNING)
	LEAD NATRL RES SPECLST (PLNG)	LEAD PLNNG & ENVRNMTL COORDNTR
	NATRL RES SPECLST (PLNG)	CONSERVATION PLANNING COORD ENVIRONMENTAL SPECIALIST INTERDISCIPLINARY PLANNER

Workforce Planning Category	Recommended Title	Current Position Title NATURAL RESOURCE SPECIALIST PLANNING & ENVIRON COOR PLANNING & ENVIRONMENTAL COORD PLANNING & ENVIRONMENTAL COORDINATOR PLANNING SPECIALIST
401-7	NATRL RES SPECLST (GIS)	CAVE/KARST RESOURCE SPECIALIST GBRI COORDINATOR GIS ANALYST GIS COORDINATOR NATURAL RES SPEC (LIS/GIS/ARD) NATURAL RES. SPEC. (GIS SPEC.) NATURAL RESCOURCE SPECIAL NATURAL RESOURCE SPEC (GIS NATURAL RESOURCE SPEC (GIS) NATURAL RESOURCE SPEC(GIS/ARD) NATURAL RESOURCE SPEC.(GIS) NATURAL RESOURCE SPECIALIS NATURAL RESOURCE SPECIALIST NATURAL RESOURCES MGMT SPEC NEPA SPECIALIST NRS/FIRE ECOLOGIST
401-8	ASST FIRE MGMT OFFCR	ASSISTANT FIRE MANAGEMENT OFFICER ASSISTANT FIRE ASSISTANT FIRE MANAGEMENT ASSISTANT FIRE MANAGEMENT OFFICER ASSISTANT FIRE MGMT OFFCR ASSISTANT FIRE MGMT OFFICER ASST FIRE MANAGEMENT OFF ASST FIRE MANAGEMENT OFFCR ASST FIRE MANAGEMENT OFFICER ASST REGIONAL/DIST FIRE MGMT OFFICER
	FIRE MGMT OFFCR	FIRE & RESOURCES MGMT OFFICER FIRE MANAGEMENT OFFICER FIRE MGMT OFFICER (ZONE) NATURAL RESOURCE MANAGER NATURAL RESOURCE SPECIALIST REGIONAL FIRE MANAGEMENT OFFICER SUPV FIRE MANAGEMENT SCIEN SUPV FIRE MANAGEMENT SCIENTIST
	SUPVRY FIRE MGMT OFFCR	SUPERVISORY FIRE MANAGEMENT SCIENTIST SUPVY FIRE MANAGEMENT OFFICER
	SUPVRY FIRE MGMT SPECLST	SUPERVISORY FIRE ECOLOGIST SUPERVISORY FIRE MANAGEMENT SPEC SUPVY FIRE MANAGEMENT SPEC. SUPVY FIRE MANAGEMENT SPECIALIST SUPVY FIRE MGMT SPECIALIST
	SUPVRY FIRE MGMT SPECLST (DISPATCH)	SUPERVISORY FIRE MGMT. SPEC. SUPV FIRE MANAGEMENT SPECIALIST
	SUPVRY FIRE MGMT SPECLST (FUELS)	SUPERVISORY FUELS SPECIALIST SUPV FUELS MANAGEMENT SPEC SUPV FUELS MGT SPECIALIST SUPV. FIRE MANAGEMENT SPEC SUPV. FIRE MGMT SPECIALIST
	SUPVRY FIRE MGMT SPECLST (PLNG)	SUPVRY FIRE MANAGEMENT SPEC
	SUPVRY WILDLAND FIRE OPERATIONS SPECLST	SUPV WILDLAND FIRE OPR SPEC SUPVY WILDLAND FIRE OPERATIONS_SPEC
	WILDLAND FIRE OPERATIONS OFFCR	ASSISTANT FMO (OPERATIONS SPECIALIST)

Workforce Planning Category	Recommended Title	Current Position Title
		DEPUTY STATE FIRE MGMT OPS OFFICER
401-9	FIRE MGMT SPECLST	FIRE MANAGEMENT SCIENTIST FIRE MANAGEMENT SPECIALIST FIRE MANANGEMENT SPECIALIST FIRE USE SPECIALIST STATE FIRE USE SPECIALIST
	FIRE MGMT SPECLST (AVIATION)	FIRE & AVIATION SPECIALIST
	FIRE MGMT SPECLST (DISPATCH)	FIRE MANAGEMENT SPEC (DISP)
	NATRL RES SPECLST (FIRE)	BIOLOGIST (FIRE) FIRE ECOLOGIST JOINT FIRE SCIENCE PROGRAM MNG NAT RESOURCE SPEC(BAER IMP TEAM LEAD) NATURAL RES SPEC - FIRE ECOLOGIST NATURAL RESOURCE SPECIALIST
	SUPVRY WILDLAND FIRE OPERATIONS SPECLST	SUPVY WILDLAND FIRE OPERATIONS SPEC
	WILDLAND FIRE OPERATIONS SPECLST	FIRE MANAGEMENT SPECIALIST
	FIRE MGMT SPECLST (PRSCRBD FIRE & FUELS)	FIRE MANAGEMENT SPECIALIST FIRE MGMT SPEC (FUELS MGMT) FIRE MGMT SPEC(PRESCRIBED F AND F) FIRE MITIGATION & EDUC.SPEC. FIRE/FUELS MGMT SPEC FIRE/FUELS MGMT SPECIALIST FUELS MANAGEMENT SPECIALIST FUELS MGMT SPCLST FUELS MGMT SPECIALIST FUELS MNGMT SPECIALIST HAZARDOUS FUELS SPECIALIST STATE FUELS SPECIALIST
	FIRE MGMT SPECLST (PRSCRBD FIRE & FUELS LD)	FUELS MANAGEMENT SPECIALIST FUELS MGMT SPECIALIST (LEAD)
403-3	LEAD NATRL RES SPECLST (WH&B)	LEAD NATURAL RES SPECIALIST
(blank)	?	FIRE & AVIA INTRN'L PROG COORDINATOR SCIENCE PROGRAM ADMINISTRATOR SUBSISTENCE COORDINATOR

SERIES PLACEMENT, RECREATION MANAGEMENT POSITIONS

Although recreation management work is included in the illustrative examples for the GS-0454, 0460, 0486 and several other series, classifiers considering placing positions in the GS-0400 professional group should follow the guidance in the Explanatory Material and classify recreation management positions in the GS-0401 series.

The work of the Outdoor Recreation and Planning Series, GS-0023, closely resembles the work of recreation management that is described as applicable to the GS-0400 professional group. As defined by OPM, Outdoor Recreation Planners assist land managers by analyzing socio-economic, population and demographic data in order to develop short and long range recreation components of Agency programs. If the work involves assessing the demand for and developing outdoor recreation, and the paramount knowledge is economics, sociology, and other social sciences and natural resources conservation, but not requiring a foundation in the biological sciences, the position should be classified in the GS-0023 series. If the work requires foundation knowledge in the biological sciences to manage or administer recreation programs, the position should be placed into the GS-401 series.

Positions can be considered professional only if the work *requires* application of professional knowledge and ability. *Neither the desirability of such qualifications nor the employee's possession of them is a factor in determining the series.* Whenever there is a question of whether to classify a position in a professional or nonprofessional series, you must consider the following points that are common to all professional positions:

- the work requires application of professional knowledge and skills;
- management has decided that the work is to be performed following accepted professional methods and practices; and
- the employee in the position meets the professional qualification requirements for the occupation.

Recreation management positions placed into the GS-0401 series should be titled NATRL REC SPECLST or NATRL REC SPECLST (RECREATION).

SERIES PLACEMENT, FIRE MANAGEMENT POSITIONS

As is the case with recreation management work, fire program management work is referenced in illustrative examples for several series. Classifiers should follow the guidance in the Explanatory Material and in the Interagency Fire Management Program Manual (IFPM) and classify fire program management work in the GS-0401 series.

EFFECT OF NEW JFS ON DISTRICT/FIELD MANAGER POSITIONS

Since 2003, GS-0340 District/Field Manager positions have been classified using cross-series comparison to the GS-0485, Wildlife Refuge Manager Standard. District/Field positions must now be classified by cross-series comparison to the Job Family Standard for Professional Work in the Natural Resources Management and Biological Sciences Group, GS-0400. Since it was based on a standard that has been superseded, the position classification guide for District/Field Manager positions issued through IM 2003-079 in February 2003 will need to be rewritten.