

*****Outreach Notice*****

U.S. Forest Service, Enterprise Program
Adaptive Management Services Enterprise Team
GS-0401-12/13 Supervisory Natural Resource Specialist (Executive Officer)
Virtual Duty Location

The [Adaptive Management Services Enterprise Team](#) (AMSET) is currently in the process of outreach to assess interest for a permanent, full-time *GS-0401-12/13 Executive Officer* position. The position will be located virtually. This is an exciting opportunity and will provide the applicant with a challenging and rewarding experience. The purpose of this notice is to determine if there are interested and qualified individuals.

The AMSET Executive Officer provides the leadership and skills required to lead an Enterprise Unit based, in part, on private sector principals in order to improve and streamline the business of government. Enterprise Units do not receive any direct appropriated funds; rather, they receive funds from other Forest Service units, or other agencies, when they provide services for that unit. AMSET is one of 17 Enterprise Units, all of which are organizationally under the Washington Office, Business Operations.

The Executive Officer position reports to the Director, Enterprise Program. The position requires the ability to manage a large and diverse group of employees over a national geographic area and is responsible for program development, coordination, oversight, monitoring and evaluation of services and products provided to Forest Service Units, nationwide, and other government agencies (State, County and City).

The AMSET Executive Officer develops and recommends policy, standards, practices and methodology for guidance to field organizations in short- and long-range planning for total natural resources management, specializing in such areas as fire and fuel management practices, wildland fire risk assessments and fuels treatment effectiveness. As Team Leader, the incumbent develops goals and objectives for AMSET programs, and provides assistance to regional and field managers in implementation of the programs. As a technical authority, the Executive Officer provides advice and counsel to other Forest Service units throughout the organization as well as to other government agencies on fire management and fuels treatment studies or projects.

This notice is in effect from **February 13, 2012** through **March 12, 2012**. If you are interested in this opportunity and would like to receive the vacancy announcement information when it becomes available, please complete the attached reply form and return it to amset@fs.fed.us via email, fax to 805-686-5760, or mail hard copy to:

Allison Stewart
U.S. Forest Service
Adaptive Management Services
910 Airport Road
Santa Ynez, CA 93460

If you have questions about this position or the Adaptive Management Services Enterprise Team, please feel free to contact current Executive Officer David Kerr at 661-297-8301, or by email at davidkerr@fs.fed.us.

If you have questions regarding the Enterprise Program, please contact William Helin at 703-605-5317, or by email at whelin@fs.fed.us.

More information about the Enterprise Program is at: <http://www.fs.fed.us/enterprise/>

Position Information

AMSET is an Enterprise Unit focused on wildland fire, resource management, and business operations support. The successful applicant will function as an Enterprise Team Lead. As such, the applicant is responsible for continuous assessment and realignment of business vision, long- and short-term goals and objectives; periodic analysis and revision of all aspects of the Business Plan with particular focus on marketing and financial details. The successful applicant is expected to incorporate research and analysis into evolving marketing strategies and sales projections and conducts periodic review and evaluation relative to potential business growth or changes to the business. The applicant will serve as the primary point of contact for marketing strategies, contacts and customer satisfaction. Ensures there is full cost recovery (billable work) for ten to twenty persons in the Planning, Business and Science sections of the Enterprise Unit.

Additionally, the applicant negotiates and closes deals with clients, throughout the agency, across multiple forests, regions, and agencies, ensures clients understand terms of contract and provides follow-up to ensure client is satisfied with performance and delivery of service or product. Maintains contacts with client to build business relationships and establishes relationships with potential clients interested in the work of the business.

Serves as a primary staff officer, responsible for providing overall leadership, coordination, planning, and direction for a large primary program on the Unit. Fully participates, as a member of the Enterprise Unit Partnership, in the evaluation of overall AMSET programs, policies, procedures, and management.

Participates in strategic planning efforts and directs implementation activities for the assigned program to support and achieve strategic objectives. Provides leadership, planning, and coordination of all subprograms within the primary program.

Required Qualifications

BASIC REQUIREMENTS: A. Successful completion of a full four-year course of study in an accredited college or university leading to a bachelor's or higher degree with at least 24 semester/36 quarter hours in biological sciences, agriculture, natural resource management, chemistry, or related disciplines appropriate to the position being filled. OR B. Combination of education and experience: Courses equivalent to the requirements in A above, plus appropriate experience or additional education.

ADDITIONAL EXPERIENCE REQUIREMENTS: In addition to meeting the basic entry qualification requirements, applicants must have had one (1) year of specialized experience equivalent to at least the GS-12 level in collecting data and/or participating in experiments, studies, or

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investigations in fields of science concerned with living organisms, their distribution, characteristics, life processes, and adaptations and relations to the environment; OR experience in natural resources management, such as forest land management, recreation resource management, or wilderness area management, etc.

Location

This position has a virtual duty location.

Outreach Reply Form

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Please respond by March 12, 2012!

NAME: _____

LOTUS NOTES OR E-MAIL ADDRESS: _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

AGENCY EMPLOYED WITH: USFS ____ BLM ____ OTHER ____

TYPE OF APPOINTMENT *IF* CURRENT GOVERNMENT EMPLOYEE:

____ PERMANENT ____ TEMPORARY ____ TERM
____ VRA ____ PWD ____ OTHER

CURRENT REGION/FOREST/DISTRICT (IF APPLICABLE):

CURRENT SERIES AND GRADE (IF APPLICABLE): _____

CURRENT POSITION TITLE: _____

IF NOT A CURRENT PERMANENT (CAREER OR CAREER CONDITIONAL) EMPLOYEE, ARE YOU ELIGIBLE TO BE HIRED UNDER ANY OF THE FOLLOWING SPECIAL AUTHORITIES?

____ PERSON WITH DISABILITIES
____ VETERANS READJUSTMENT
____ DISABLED VETERANS W/30% COMPENSABLE DISABILITY
____ VETERANS EMPLOYMENT OPPORTUNITIES ACT OF 1998
____ FORMER PEACE CORPS VOLUNTEER
____ STUDENT CAREER EXPERIENCE PROGRAM
____ OTHER _____

SUBMISSION OF THIS FORM IS VOLUNTARY—THANK YOU FOR YOUR INTEREST!