

# Outreach & Vacancy Notice



## FREMONT-WINEMA NATIONAL FOREST

### Public Affairs Specialist (GS-1035-05/07/09)

*Lakeview, OR*

**The Fremont-Winema National Forest is conducting outreach to recruit and fill a permanent GS-1035-05/07/09 Public Affairs Specialist. There may also be an opportunity for a Detail or Temporary Promotion for 120 days or less in the position while it is being filled.**

#### **The Position**

The Fremont-Winema National Forest is seeking an organized, detail-oriented, motivated individual with a passion for developing creative and innovative ways to share Forest messages and stories to internal and external audiences for the public affairs specialist position.

This is a permanent, full-time position supervised by the Fremont-Winema National Forest Public Affairs Officer. This position serves as a forest level public affairs specialist, with assignments and responsibilities associated with implementation of both external and internal communications programs. The position is developmental, with the expectation that the incumbent will build towards a well-rounded and balanced Public Affairs skillset and portfolio. As part of this, the nature of the work is varied – both in type and environment. This includes:

- Work on web and social media platforms; website work includes the external Forest webpage and internal communications applications.
- Integrated storytelling – sharing the successes and special things about the forest through media including news releases, video, social media and web applications.
- Active community engagement through special events, conservation education, and working with partners. This includes working on the development of thematic interpretive materials and activities for presentation to the public, as well as coordinating event participation and staffing.
- Provides customer service to internal and external audiences. Responds to requests for information and Public Affairs services. Internally, this includes responding to requests for communications support, including news releases or coordinating public outreach efforts. Externally, this includes working with reporters to answer questions and participating in interviews as a spokesperson for the Forest.
- Participates in priority communication activities, including incident information, public meetings, and special projects.
- Drafts, coordinates and updates a variety of communications materials, including publications, key messages, fact sheets, and other tools.
- Work environment includes office workstation with computer; field work with resource specialists or as an individual to gather information, take pictures and video; special events in local communities, including fairs and festivals outdoors, at times in weather extremes; other public events can occur at other offices or facilities for things like public meetings or in the field as public field tours. The position will include driving in varying

conditions on state highways and rural/forest roads. The position will involve working nights and weekends as needed to meet the Forest mission and Public Affairs program objectives.

Interested individuals should complete the attached outreach response form and send a resume to Forest Public Affairs Officer Tamara Schmidt at [tamara.schmidt@usda.gov](mailto:tamara.schmidt@usda.gov) no later than Monday, December 2, 2019.

For questions about this position, please contact Forest Public Affairs Officer Tamara Schmidt at 541-947-6243 (desk), 541-891-6758 (cell) or [tamara.schmidt@usda.gov](mailto:tamara.schmidt@usda.gov).

## **Fremont-Winema National Forest Information**

The Fremont-Winema National Forest extends across approximately 2.3 million acres in south central Oregon in Lake and Klamath Counties. The forests were combined in 2002 and the Forest Supervisor's Office is located in Lakeview.

The landscape is varied – from lush forests in the Cascades on the western edge of the forest to the high desert on the eastern side. Recreation includes busy locations like Lake of the Woods on the Klamath Ranger District. But many are finding a vintage recreation experience on the Forest – where you can hike for days and see only a couple people, or enjoy the solitude in a favorite camping spot.

The Forest sits in the heart of the Pacific Flyway – with a wide range of migratory birds traveling through the area during the year between the Arctic and Mexico. There are also great fisheries and wildlife habitat. Deer, elk, pronghorn antelope, bighorn sheep, bears, mountain lions and numerous other species can be found in the area.

The southern section of the Oregon Timber Trail, a newly established mountain bike-packing trail extending from Cave Lake on the Modoc National Forest to the Columbia River Gorge, is on the Fremont-Winema National Forest and is among the most technical, remote and scenic sections. The trail includes part of the Fremont National Recreation Trail.

The Fremont-Winema National Forest is a leader in the Pacific Northwest Region for innovative landscape restoration work. This includes a robust timber program, strong hazardous fuel reduction and prescribed fire programs, and integrated natural resource restoration efforts. It is a working forest with active timber, grazing and other resource programs and is an integral part of the local communities.

The southern boundary of the forest is generally the Oregon-California border; to the east is the Warner Mountain Range; to the west is the Cascade Mountain Range. To the north and west, the Forest is bounded by the Deschutes, Rogue River-Siskiyou, and Umpqua National Forests. Three wilderness areas can be found on the forest: Mountain Lakes, Sky Lakes and Gearhart Mountain Wilderness. Picturesque rock formations cap most of the high-elevation ridge tops.

## **About the Communities**

### ***Lakeview***

Lakeview is known as the "Tallest Town in Oregon," standing at an elevation of 4,800 feet. It is located in the high-desert outback of south-central Oregon and serves as the county seat. Lakeview is home to approximately 4,100 citizens including the adjacent areas located outside the town limits (2,294 within town limits). The basic industries have been generated by agriculture and timber resources. The town is surrounded by lands managed by Federal agencies including the Forest Service, Bureau of Land Management, and Fish and Wildlife Service.

Lakeview is a very welcoming, full-service town. There are several locally owned restaurants, a grocery store, clothing, furniture and variety stores, banks and a credit union, beauty salons, motels, community swimming pool, computer dealer and repair shop, gift shop, public library, public golf course, tennis courts, florists, radio station, and more.

Students who are in good academic standing and have successfully completed four years of high school in Lake County have the opportunity to apply for the Collins-McDonald Trust Fund Scholarship or Bernard Daly Educational Fund.

These funds can provide up to four years of tuition assistance. For more information, you can go to <http://www.edfed.com/planning-college/>

Lakeview is also serviced by a hospital and clinic complex, 19 churches of all major denominations, two elementary schools, a middle school, and a high school. The local newspaper is the [Lake County Examiner](#), which is published weekly. The [Herald and News](#) from Klamath Falls is available by subscription as is the [Oregonian](#) from Portland.

Real estate is plentiful and reasonably priced. Average three-bedroom, two-bath homes are available in the \$100,000 to \$150,000 price range. Homes in the outlying area with acreage are priced proportionately higher.

Lakeview is located at the intersection of Highways 140 and 395, and travel time is approximately two hours from Klamath Falls, three hours from Bend, three and a half hours from Ashland and Medford, seven hours from Portland, eight hours from San Francisco, and four hours from Reno.

Recreation opportunities include wilderness backpacking, hiking, boating, camping, sailing, fishing, biking, snowmobiling, cross country skiing, horseback riding, hunting, and bird watching. Downhill skiing and sledding opportunities are available locally at the Warner Canyon Ski Area; at Mt. Bachelor Ski Park in Bend, approximately three hours away; Mt. Shasta Ski Area in Mt. Shasta, California or Mt. Ashland Ski Park in Ashland, both approximately three and a half hours from Lakeview. Within two and a half hours, you can reach Crater Lake National Park or Lava Beds National Monument.

### **Lake County Chamber of Commerce**

126 North E Street  
Lakeview, OR 97630  
(541) 947-6040, or toll-free: 1-877-947-6040  
<http://www.lakecountychamber.org/>

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**The purpose of this outreach notice is to inform prospective applicants of this upcoming opportunity and to determine interest in the position.** To express interest, please send your resume and the completed Outreach form (via mail or e-mail) to:

Fremont-Winema National Forest  
Attn: Tamara Schmidt, Public Affairs Officer  
Lakeview Interagency Office  
1301 South G Street  
Lakeview, OR 97630  
Email to: [tamara.schmidt@usda.gov](mailto:tamara.schmidt@usda.gov)  
Phone: 541-974-6243

Link to Outreach Database Notice: <https://fsoutreach.gdcii.com/>

<b>Outreach Notice Reply date: December 2, 2019</b>
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For more information or technical questions about the position contact:  
Public Affairs Officer Tamara Schmidt, 541-947-6243, [tamara.schmidt@usda.gov](mailto:tamara.schmidt@usda.gov)

The Fremont-Winema National Forest and the U.S. Department of Agriculture is an equal opportunity provider, lender and employer.

**Thank you for your interest in our vacancy!**

**OUTREACH NOTICE RESPONSE FORM  
FREMONT-WINEMA NATIONAL FOREST  
FOREST SUPERVISOR'S OFFICE  
LAKEVIEW, OR**

Title, Series, and Grade of Position: Public Affairs Specialist (GS-1035-05/07/09)

NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NO: \_\_\_\_\_

IF APPLICABLE:

AGENCY EMPLOYED WITH: \_\_\_\_\_

TYPE OF APPOINTMENT:  PERMANENT  TEMPORARY  OTHER

CURRENT REGION/FOREST/DISTRICT OR MAILING ADDRESS:  
\_\_\_\_\_

CURRENT POSITION TITLE: \_\_\_\_\_

CURRENT SERIES AND GRADE: \_\_\_\_\_

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

- PERSON WITH DISABILITIES
- VETERAN'S REEMPLOYMENT ACT
- DISABLED VETERAN'S W/30% COMPENSABLE DISABILITY
- VETERAN'S EMPLOYMENT OPPORTUNITIES ACT OF 1998
- RETURNED PEACE CORPS VOLUNTEER
- OTHER

THANK YOU FOR YOUR INTEREST IN OUR VACANCY!

**Return Outreach Notice Response Form and resume to:**

Fremont-Winema National Forest Supervisor's Office  
Attn: Tamara Schmidt, Public Affairs Officer  
1301 South G Street  
Lakeview, OR 97630  
Email to: [tamara.schmidt@usda.gov](mailto:tamara.schmidt@usda.gov)  
Phone: 541-947-6243 (desk); 541-891-6758 (cell)