**Master Record Number:** 373626

**Title/Pay/Plan/Series/Grade:** Interdisciplinary Fish Biologist/Wildlife Biologist, GS-0482/0486-11

**Supvy Code:** 8 (Non-supervisor)

**BUS code:** 2009 (Included)

**FLSA Code:** Exempt

**Telework Eligible:** Yes

# Introduction

This position is located on a Forest Service unit. The incumbent serves as a staff fish and wildlife biologist with for a variety of assignments within the Northern Region (Region 1) and potentially influences regional objectives. The incumbent represents the Forest Service and works with the U.S. Fish and Wildlife Service and other agencies in carrying out various agency responsibilities under the Endangered Species Act, Fish and Wildlife Coordination Act, Migratory Bird Treaty Act, Bald Eagle Protection Act, Clean Water Act, National Environmental Policy Act, and numerous other Federal laws, regulations, executive orders and administrative policies.

# Major Duties

Plans and conducts on-site ecological investigations of complex land and water resource development proposals to determine their effect on fish and wildlife resources, with special emphasis on federally listed species, using state-of-the art methodologies.

Prepares and/or reviews status surveys and listing packages, as appropriate, for Federal candidate species (or other species) occurring in the Northern Region. Develops and implements recovery plans for listed species.

Reviews all types of correspondence authorized by the Endangered Species Act and requiring supervisor's or Regional Office approval, to ensure compliance with policies, guidelines, and formats.

Conducts informal and formal section 7 consultations, reviews biological assessments, responds to species list requests and no affect/no adverse effect requests, and prepares biological opinions.

Prepares status reviews and /or listing packages, as appropriate, for Federal candidate species (or other species at risk) as required under authority of the ESA. Assists in development and implementation of recovery plans for listed species.

As assigned, serves as staff lead on a variety of special projects. These tasks will include regional and inter­regional assignments, complicated recovery and listing projects as well as other special projects, one-time tasks, and/or recurrent assignments that require a high level of professional knowledge, regulatory proficiency, tact and diplomacy. ·

Evaluates complex biological and project operational data to determine the effects of proposed actions on threatened and endangered species and their habitats, or other Federal trust resources. Incumbent is expected to apply appropriate knowledge, techniques and methodology to determine appropriate approaches and solutions to problems and issues that arise.

Supervisors are informed of potential controversy or when concerns, issues or other matters might have far-reaching implications.

Incumbent is also responsible for assessment of impacts to other resident fish and wildlife species in cooperation with Montana Fish, Wildlife and Parks.

Plans, evaluates, conducts, prepares, and/or reviews reports on ecological investigations of land and water resource development projects, proposals, and/or permit and license applications/renewals to determine their effects on fish and wildlife resources and their habitats with particular emphasis on federally listed and Federal candidate species, and other Federal trust resources. Develops management plans and mitigation plans as necessary to alleviate identified impacts.

Maintain close coordination with appropriate representatives of state and Federal agencies, local governments, non-governmental organizations, the public, and other Forest Service regions.

Represents the Forest Service as a team member in a variety of forums and provides technical advice and recommendations on a variety of fish and wildlife resource issues.

Represents the Forest Service to other Federal agencies, State agencies, local governments, organizations, news media, groups, and individuals as a professional, requiring minimal supervision in accomplishing the above duties.

Conducts all duties and responsibilities consistent with applicable Federal laws, rules and regulations.

# Factor Statements

Factor 1. Knowledge Required by the Position **Factor Level 1-7 1250 Points**

Professional working knowledge in the fields of conservation biology, ecology and fish and wildlife management, with ability to apply that knowledge to a variety of planning activities proposed in terrestrial and aquatic environments. Ability to identify, develop and apply or modify techniques, processes and procedures and to apply management strategies that effectively promote the Northern Region’s mission. Ability to communicate strategies to colleagues in the Service, as well as to personnel in other agencies or organizations whose missions may oppose Service objectives.

Knowledge of terrestrial and aquatic ecosystems and familiarity with management techniques for fish and wildlife and their habitats. This includes intensive knowledge and competence in advanced biological and ecological techniques in the areas that relate to the trust resources of responsibility

Working knowledge of the Endangered Species Act, Fish and Wildlife Coordination Act, Clean Water Act, Bald Eagle Protection Act, Migratory Bird Treaty Act, National Environmental Policy Act, and all applicable Federal rules, regulations, policies, guidelines. Must be able to effectively accomplish the Forest Service's mission by developing comprehensive management strategies synthesized from laws, regulations, policies, and guidelines. Must be able to prepare petition findings, listing packages and recovery plans.

Demonstrated working knowledge of the Endangered Species Act with particular emphasis on sections 4, 6, 7 and 9. Must be well-versed in the Endangered Species Act section 7 consultation requirements. Must be skilled in data analysis techniques and the preparation of biological opinions for listed species.

Ability to communicate effectively, both orally and in writing. Must be skilled in presenting complex resource information to individuals and/or groups of diverse disciplines and often divergent interests, philosophies and goals. Skill in preparing comprehensive reports, study plans, management plans, memoranda, letters, etc. Must be able to effectively communicate the Service mission to audiences of diverse backgrounds, philosophies, and attitudes.

Working knowledge of other agency divisions and programs to allow effective cross-program coordination to accomplish the Northern Region’s mission, with particular emphasis on recovery and protection of federally listed or candidate species.

Knowledge of regional (Northern Region) fish and wildlife and their habitats with particular emphasis on federally listed and candidate species, wetlands, and other Federal trust resources.

Knowledge of cooperating agencies' policies and procedures related to land and water resource planning in the conservation, listing, and recovery of federally listed, candidate, or declining species.

Factor 2. Supervisory Controls **Factor Level 2-4 450 Points**

Incumbent is under the general supervision of the Regional Threatened Endangered Species Program Manager and receives assignments, general guidance and deadlines as appropriate. Incumbent has responsibility to make recommendations to other Federal, state or local agencies and to his/her first-line supervisor. Completed work is reviewed for general adequacy in meeting program or project objectives, expected results and compatibility with the Forest Service’s mission.

The incumbent is responsible for completed staff work. The incumbent meets regularly with the supervisor to discuss the overall progress of the program/assignments and the status of ongoing projects, so the supervisor is adequately informed and aware of current and upcoming activities and program.

Within established policies, standards, and procedures, the incumbent routinely exercises latitude, personal judgment, initiative, creativity, in identifying and resolving complex problems, determining approach and methodology for establishing priorities, and achieving objectives. The incumbent is responsible for completing work assignments on time and keeping the supervisor informed of overall progress on assignments and the status of ongoing programs and projects as necessary.

Completed assignments are submitted to supervisor for review/signature as appropriate and are expected to be of high quality, biologically sound, adhere to regulations, conform to established policy, and be signature ready.

Factor 3. Guidelines **Factor Level 3-3 275 Points**

Administrative guidelines are provided in agency operating policy, procedures, and administrative manuals.

Program direction and guidelines are provided by National legislation and Federal regulations (e.g. Endangered Species Act and subsequent regulations), Program Management documents, Program Advice, Work Activity Guidance, policy statements, Solicitor's Opinions, and agency instructions.

The incumbent uses own judgment in interpreting and applying existing guidelines. Because of the progressive and changing nature of the Forest Service programs, guidelines are not always available nor applicable when dealing with complex problems that commonly occur. The incumbent is required to interpret written guides, regulations, and legislation in arriving at specific decisions using appropriate protocol and discretion.

The incumbent also will be required to modify existing procedures and develop or recommend new techniques or policy that may deviate from traditional practices. The incumbent is expected to advise supervisors of conflicting directives, and often develops proposals to resolve, or seek resolution of, observed conflicts.

Factor 4. Complexity **Factor Level 4-4 225 Points**

The work includes varied duties requiring many different and unrelated processes applied to a broad range of activities throughout the Northern Region, with potential implications to the region. The incumbent is responsible for intensive analysis, information development, and fact-finding with particular emphasis on federally listed species and other trust resources. The incumbent may also be responsible for an assignment which requires extensive coordination and planning activities which cover a broad resource program (e.g. sensitive and complex endangered species issues, neo-tropical migratory birds). The work involves solving problems concerned with complicated aspects of fish and wildlife biology and related disciplines. The problems are complex or difficult due to such characteristics as the abstract nature of the concepts, or the existence of serious conflicts between scientific requirements and program direction. The assignments require the incumbent to be especially versatile and innovative in order to recognize possible new approaches to devise new or improved techniques, or to anticipate future trends and requirements in resource uses and demands.

Preparation and review of survey, management, and research proposals, biological opinions, listing packages, recovery plans, environmental impact assessments, environmental impact statements, policy statements, endangered species permit applications, etc., involving the collection and interpretation of complex biological data on the Federal trust resources under consideration. Development of reports requires professional level abilities to write, to develop new more efficient formats, and to coordinate development of information from a variety of different sources such as recovery teams, experts in the field, and scientific literature.

The incumbent assimilates and coordinates the development of all pertinent data on a given species and along with appropriate staff members evaluates this data as it relates to the species under consideration. This data is evaluated for unusual problems, time required to collect more data and time needed to analyze available data, prepare proposals and reports and develop management recommendation.

Factor 5. Scope and Effect **Factor Level 5-3 150 Points**

The purpose of the work is to provide professional fishery and wildlife expertise in the protection, management, and improvement of fish and wildlife habitats in the Northern Region. Assignments involve projects related to culturing or recovering endangered or threatened species and managing a habitat to assure the perpetuation of endangered species. Assignments may also require development of new or improved techniques to conduct the projects.

The work has an impact on fish and wildlife habitats of large areas of land and decisions can have a significant effect on long-range habitat conditions for several years. The work or decisions affect the work of state and county officials and program managers in other public agencies. Assignments typically involve problems which impact or affect the continued existence of a resource or resource area and may impact the socioeconomic implications of commercial recreation, timber, grazing or other concerns that utilize forest products or resources.

The work effects the progress of the Forest Service and other Federal and state agencies toward objectives aimed at the conservation of Federal trust resources, including those beneficially affecting the fate of federally listed species. The incumbent is required to resolve unusual problems and develop effective, often novel, approaches or techniques which involve effective communication and working relationships with agencies, organizations and special interest groups.

Factor 6. Personal Contacts **Factor Level 6-3 \**

Contacts include coworkers, cooperators, and personnel from other State and Federal agencies, universities, private foundations and professional societies, and with influential local community leaders and tribal governing bodies. Contacts with the general public include organizations and individuals interested in wildlife and fisheries management. The contacts are usually established on a routine basis, but the wildlife and fisheries biologist's authority may not be initially clear to the person contacted.

Factor 7. Purpose of Contacts **Factor Level 7-B / 180 Points**

Contacts are to negotiate complex issues with various parties in a way that will support agency objectives and result in retention of good will; to influence or persuade various organizations or individuals who have conflicting interests and viewpoints on the use (or non-use) of various resources so as to reach agreement which is consistent with technical and practical goals and objectives; to justify the feasibility and desirability of significant wildlife resource plans and proposals; or to influence or persuade other biologists to adapt techniques or methods about which there may be conflicting opinions.

Factor 8. Physical Demands **Factor Level 8-1 5 Points**

Most of the work will require no unusual physical exertion. Normal activity includes sitting, standing, working in an office or meeting in the field. Travel by motor vehicle boats and/or commercial aircraft may be required. Field situations may involve travel in off-road vehicles, boats, by horseback, aircraft, or walking various prairie/mountain terrains, occasionally during inclement weather.

Factor 9. Work Environment **Factor Level 9-1 5 Points**

Most of the work will take place indoors in an office setting. Periodically, it may be necessary to spend extended periods of time in field situations and to spend some time traveling by various means of surface, air, or water transportation. A variety of temperature and weather extremes may be encountered when working in the field.

**Total Points: 2540**

**Point Range: 2355-2750 points = GS-11**

**References Used:**

OPM Job Family Standard for Professional Work in the Natural Resources Management and Biological Sciences Group, 0400 September 2005.

**Source Documents:**

1. USFWS Fish Biologist/Wildlife Biologist, GS-0482/0486-11 PD; PD No. 155420, classified 11/28/2017 by James Hyde and
2. Forest Service Fish Biologist/Wildlife Biologist, GS-0482/0486-11; SPD FS5824, classified 05/05/2017 by Christina Lucero

**Name of Classification Delegate:** Glenn E. Fetter, Supervisory Human Resources Specialist, R1 HRST

**Date Classified:** 05/17/2018

**Position Designation Record**

Agency: R1 Regional Office

Position Title: Interdisciplinary Fish Biologist/Wildlife Biologist

Series and Grade/Pay Band: GS-0482/0486-11

Position Description Number: JC IP

Designator's Name & Title: Lucinda A. Martin, R1 HRST Classification Delegate

| **Investigation** | **Form Required** | |
| --- | --- | --- |
| T1 | SF 85 | |
| **Sensitivity** | | **Risk Level** |
| Non-Sensitive | | Low Risk |

Signature: /s/ Lucinda A. Martin Date: 5/17/2018