



STATE OF COLORADO
invites applications for the position of:

TEMPORARY Seasonal Employee- Vega State Park

This is a temporary position. Applications will be considered
from residents and non-residents of Colorado.

CLASS TITLE: TEMPORARY AIDE

LOCATION: Mesa County, Colorado

PRIMARY PHYSICAL WORK ADDRESS: 15247 N. 6/10 Road, Unit A, Collbran, CO 81624

SALARY: \$16.25 Hourly

FLSA STATUS: Non-Exempt; position is eligible for overtime compensation.

OPENING DATE: 12/15/22

CLOSING DATE: Continuous

JOB TYPE: Temporary (9 months or less)

DEPARTMENT INFORMATION:



COLORADO
Department of
Natural Resources

**THIS IS A TEMPORARY POSITION (9 MONTHS OR LESS) - PAYING \$16.25 PER HOUR
EMPLOYMENT STARTS May THROUGH September or October, 2023.**

To apply, please submit only your application (without attachments such as resumes or cover letters). This announcement will remain open until FILLED. You are encouraged to apply early.

This application is for all, current, open seasonal positions at the park. Please select which position(s) you are applying for.

The mission of the [Colorado Department of Natural Resources](#) is to develop, preserve, and enhance the state's natural resources for the benefit and enjoyment of current and future citizens and visitors. In an effort to build diversity and inclusion we welcome applications from people of diverse backgrounds and abilities.

COLORADO PARKS AND WILDLIFE (CPW)

Our Mission is to perpetuate the wildlife resources of the state, to provide a quality state parks system, and to provide enjoyable and sustainable outdoor recreation opportunities that educate and inspire current and future generations to serve as active stewards of Colorado's natural resources.

DESCRIPTION OF JOB:

At an elevation of 8,000 feet, Vega State Park's high-mountain lake sits in a beautiful montane meadow on the northeast edge of Grand Mesa National Forest in Western Colorado.

This application is for all, current, open seasonal positions at the park. Please select which position(s) you are applying for.

PARK MAINTENANCE TECHNICIAN: Responsible for all general park maintenance and cleaning of public facilities including: restrooms, showers, vault toilets, campsites, picnic areas, trails, etc.

- Operates and performs routine maintenance on State owned vehicles and equipment.
- Assures quality customer service and facility maintenance, repair and cleanliness.
- Provides information and assistance to visitors.
- May assist with carpentry, plumbing, masonry, electrical work and transporting materials and supplies.
- Performs other duties as assigned.
- Must be at least 16 years of age.
- Must be able to lift 50-100 pounds repeatedly during the course of a single workday.
- Willing to work outside during inclement weather.

VISITOR SERVICES TECHNICIAN: A customer service based position that involves working in a visitor center or gate entrance, greeting visitors, or may be assigned to work in the field in specialized duties. Daily interaction with park visitors requires effective communication and public relations skills.

- Staff the park entrance station and/or the visitor center.
- Provide information and assistance to visitors (distributes maps/brochures, orients visitors to park facilities and amenities, promotes education programs, educates on State Park regulations, etc.)
- Provide information to the boating and non-boating public.
- Sell parks passes, permits, books, maps, clothing, firewood and other novelties.
- May sell gift certificates, search and rescue cards, boat registrations, OHV registrations and snowmobile registrations, fishing and hunting licenses.
- Operate a cash register, make bank deposits.
- Answering of telephones and transferring/taking messages.
- Photo-copying and filing.
- Collects revenue, completes shift report and balances shift box at end of each shift.
- May prepare campground reservations forms and documents.
- May document and report visitor complaints.
- Cleaning and light maintenance duties of interior and exterior of gates, visitor center and/or offices, including litter pick up.
- May assist with special events or programs within the park.
- Other duties as assigned
- Must be at least 16 years of age

AQUATIC NUISANCE SPECIES (ANS) INSPECTOR: A customer service based position that involves inspecting for invasive Zebra/Quagga Mussels, Milfoil or other plant species on boats and personal watercraft at an inspection point on the park. This is an important position for the protection of natural resources from non-native species that threaten wildlife, drinking water/irrigation and all water related outdoor recreation in the State of Colorado. Daily interaction with park visitors requires effective communication and public relations skills.

- Staff the park ANS (aquatic nuisance species) inspection station.
- Conduct physical boat inspections and boater interviews.
- Provide information and assistance to the boating public (distributes brochures, promotes ANS education, educates about State Park regulations, etc.)
- Cleaning and light maintenance duties of interior and exterior of ANS inspection areas. Including maintenance of facilities and grounds.
- Accurate counting and recording of all boat inspections, either written or by phone application software.
- Training in boat inspection methods will be provided.
- May document and report visitor complaints.
- Other duties as assigned.

- May be required to work at the ANS station for an 8 hour shift and take lunch at the station.
- Must be at least 16 years of age.

EDUCATION/VOLUNTEER COORDINATOR: A customer service based position that involves facilitating park interpretive and environmental education programs, as well as working the park visitor center front desk. Develop and present natural resources/historical related programs to park visitors. Specific Duties may include:

- Schedule, plan and present Junior Ranger programs.
- Schedule, plan and present school and group programs.
- Schedule, plan and present campfire programs and guided hikes.
- Schedule, plan and present outreach programs.
- Provide roving interpretation in campgrounds and day use areas.
- Work with individual and group volunteers.
- May train volunteer naturalists.
- Work with other State, Federal and local agency naturalists.
- Market and promote attendance at programs.
- May develop brochures and other written materials.
- Will work the Visitor Center front desk a few days a week.
- May assist with special events or programs within the park.
- Collect, catalog, organize and protect park collections of slides, photographs, specimens, etc.
- Attend assigned training sessions.
- Other duties as assigned.

TEMPORARY INTERNSHIP: This is an internship position to give a candidate an overall view of work at a Colorado State Park. Intern will work in a variety of areas, including but not limited to: working in a visitor center greeting visitors, assisting staff with park patrols, trail maintenance, facility maintenance, aquatic nuisance species education and inspections, general construction and other duties as assigned. Daily interaction with park visitors requires effective communication and public relations skills. Winter duties may include snow removal, ice safety checks, snowmobile patrol and fishing license checks, among other tasks. Please read the position descriptions for all of the other opportunities at Vega to get an overall idea of potential job duties.

- Must be at least 16 years of age.
 - Possess and maintain a valid driver's license
 - Possess or be able to acquire First Aid and CPR certifications.
 - Be able to work varied shifts, including evenings, weekends, and holidays.
 - Perform physically strenuous outdoor activities in all weather conditions.
 - Ability to work with limited supervision and work well within a team.
 - Must be willing and able to work outside which may involve inclement weather.
 - Must be able to lift [50-100] pounds repeatedly during the course of a workday.
 - Must have a current & valid driver's license required for operating a state vehicle.
 - Must be available to work evenings, weekends and holidays.
 - Preference may be given to applicants with or working towards a Natural Resources degree or similar education or recent graduate.
- **These positions are up to 40 hours per week and up to nine months in duration.**
 - **Housing may be available to those applicants applying from out of the area/state.**
 - **While you are applying for a specific position, Vega State Park staff are often asked to work in a variety of areas outside of one job description. Please make sure you review all of the open positions at Vega to have an understanding of all of the tasks you may be asked to perform.**

MINIMUM QUALIFICATIONS, SUBSTITUTIONS, CONDITIONS OF EMPLOYMENT & APPEAL RIGHTS:

BASIC REQUIREMENTS:

- Must be at least 16 years of age.
- Must have a valid drivers' license or reliable transportation.

- Must be able to work outdoors and on weekends, holidays, and varied shifts.
- May need to undergo criminal background investigation.
- Possess strong interpersonal communication skills (written and oral).
- Ability to work with little supervision.
- First Aid and CPR certifications are preferred.
- Must be able to climb in/out of vessels, and kneel/crawl under trailers.
- Some uniform items will be provided, however, employees will be required to purchase limited uniform items at their own expense.
- **Housing may be available to those applicants applying from out of the area/state.**
- **While you are applying for a specific position, Vega State Park staff are often asked to work in a variety of areas outside of one job description. Please make sure you review all of the open positions at Vega to have an understanding of all of the tasks you may be asked to perform.**

SUPPLEMENTAL INFORMATION:

The State of Colorado believes that equity, diversity, and inclusion drive our success, and we encourage candidates from all identities, backgrounds, and abilities to apply. The State of Colorado is an equal opportunity employer committed to building inclusive, innovative work environments with employees who reflect our communities and enthusiastically serve them. Therefore, in all aspects of the employment process, we provide employment opportunities to all qualified applicants without regard to race, color, religion, sex, disability, age, sexual orientation, gender identity or expression, pregnancy, medical condition related to pregnancy, creed, ancestry, national origin, marital status, genetic information, or military status (with preference given to military veterans), or any other protected status in accordance with applicable law.

The Department of Natural Resources is committed to the full inclusion of all qualified individuals. As part of this commitment, our agency will assist individuals who have a disability with any reasonable accommodation requests related to employment, including completing the application process, interviewing, completing any pre-employment testing, participating in the employee selection process, and/or to perform essential job functions where the requested accommodation does not impose an undue hardship. If you have a disability and require reasonable accommodation to ensure you have a positive experience applying or interviewing for this position, please direct your inquiries to our ADA Coordinator, Anna Kargobai-Murray, at anna.kargobai-murray@state.co.us or call 303-866-2667 x8647.

E-Verify employer:

The Department of Natural Resources participates in **E-Verify in accordance with the program's Right to Work** for all newly-hired employees. Employees are queried through the electronic system established by the Department of Homeland Security (DHS) and the Social Security Administration (SSA) to verify identity and employment eligibility. You may complete section 1 of the I-9 form upon your acceptance of a job offer letter, but no later than your first day of employment and in addition, on your first day, but no later than the third day, you are required to submit original documents to verify your eligibility to work in the U.S. **Learn more about E-Verify, including your rights and responsibilities.**

Toll-Free Applicant Support - Technical Help

If you experience technical difficulty with the NEOGOV system (e.g. uploading or attaching documents to your online application) call NEOGOV at 855-524-5627, Mon-Fri between 6 am and 6 pm (Pacific Time). Helpful hints: if you are having difficulty uploading or attaching documents to your application first, ensure your documents are PDF or Microsoft Word files and second, close the document before you attempt upload (attach) it. The Human Resources Office will be unable to assist with these types of technical issues.

HOW TO APPLY: Please submit an online application for this position at <https://www.governmentjobs.com/careers/colorado>. Reach out to the Department Contact to apply using a paper application, including any supplemental questions. Failure to submit a

complete and timely application may result in the rejection of your application. Applicants are responsible for ensuring that application materials are received by the appropriate Human Resources office before the closing date and time listed.

IF NOT APPLYING ON-LINE, SUBMIT APPLICATION TO:

Online is the preferred method.

DEPARTMENT CONTACT INFORMATION:

Patrick Warnes patrick.warnes@state.co.us

METHODS OF APPOINTMENT: Appointment to the vacancy or vacancies represented by this announcement is expected to be from the eligible list created. However, at the discretion of the appointing authority, the position(s) may be filled by another method of appointment for a valid articulated business reason.

DEPARTMENT WEBSITE:
<http://dnr.state.co.us>

Position #2023TEMP- PMA019
TEMPORARY SEASONAL EMPLOYEE- VEGA STATE PARK
PW

THE STATE OF COLORADO IS AN EQUAL OPPORTUNITY EMPLOYER.

TEMPORARY Seasonal Employee- Vega State Park Supplemental Questionnaire

- * 1. Please select all available positions for which you would like to apply:
 - PARK MAINTENANCE TECHNICIAN
 - VISITOR SERVICES TECHNICIAN
 - AQUATIC NUISANCE SPECIES (ANS) INSPECTOR
 - TEMPORARY INTERNSHIP
 - EDUCATION/VOLUNTEER COORDINATOR

- * 2. Vega State Park is located 10 miles outside of Collbran, Colorado. It is a remote mountain park, with a variety of outdoor activities to partake in both on park and on the nearby Grand Mesa National Forest. There is limited cell phone service on park, but you will have access to internet at the Visitor Center. The nearest reliable grocery store, entertainment venues, and most other amenities are in Grand Junction, about one hour away. Housing may be available in a shared, mixed gender house on park. Please check the box below saying that you understand these issues associated with Vega. Any further questions can be addressed by staff members.
 - I understand and accept these terms.

- * 3. While you are applying for a specific position, Vega State Park staff are often asked to work in a variety of areas outside of one job description. Please make sure you review all of the open positions at Vega to have an understanding of all of the tasks you may be asked to perform, and check the box below.
 - I understand and accept these terms.

- * 4. Would you require a room in the seasonal house?
 - Yes No

- * 5. Are you a student or have you graduated within the past 3 years?
 - Yes No

- * 6. Do you have prior Colorado Parks & Wildlife work or volunteer experience?
 - Yes No

- * 7. Please describe why you're interested in working for Colorado Parks & Wildlife:

- * 8. Please select which areas of experience your work history includes:
 - Customer Service
 - Cash handling
 - MS Office Suite (Word, Excel, PowerPoint, etc)
 - Google Application Suite (Gmail, Drive, Sheets, etc)

- * 9. Please describe how your work experience translates to your ability to successfully perform this position's job functions:

- * 10. Do you currently possess a valid driver license and have reliable transportation?
 Yes No

- * 11. This is a temporary position starting at \$15.00 per hour and will not exceed 9-months. Please acknowledge your acceptance of these terms:
 I understand and accept these terms.

- * 12. Are you willing and able to work varied shifts including weekends and holidays?
 Yes No

- * Required Question