



# Outreach Notice

USDA Forest Service • Eastern Region  
**CHIPPEWA NATIONAL FOREST**  
Cass Lake, Minnesota  
218.335.8600

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## Heritage Program Manager GS-0193-12

The **Chippewa National Forest** is seeking candidates to fill a **permanent position** for a GS-0193-12 Heritage Program Manager to be located at the Forest Supervisor's Office in Cass Lake, Minnesota. This is a great opportunity for someone who is looking for a challenging position that is integral to forest management on a National Forest rich in the history and cultural resources of Minnesota's lake country.

The purpose of this Outreach Notice is to determine the potential applicant pool for this position and to establish the appropriate recruitment method and the area of consideration for the advertisement. Responses received from this notice will be relied upon to make this determination. If you are interested in applying for this position, please respond by **December 6, 2012**.

### Duties of this position

This position serves as the Heritage Resources Program Manager and Forest Archeologist, responsible for planning, directing and administering a complex Heritage Resources Program that includes: maintaining compliance with Federal and State laws and regulations concerning cultural resources; providing professional and technical advice to the Forest Supervisor, District Rangers, and staff; providing cultural resource perspectives in various interdisciplinary team (NEPA) planning processes and projects; planning and developing the Forest's heritage resource program for the inventory, evaluation, and management of historic properties that include archaeological sites, buildings, and traditional areas; developing, reviewing, and coordinating heritage budget and project plans of work for cultural resource activities; coordinating heritage program activities with external agencies, organizations and the public; managing collections of historic/archaeological objects and documents; maintaining heritage databases of record; and meeting the Heritage Program Managed to Standard, a Forest Service system to document and measure heritage program accomplishments.

This position does not serve as the Forest Tribal Liaison (a separate position on the Forest), but critical duties include coordinating and implementing consultation relative to the heritage resources program and cultural resources reviews with recognized tribes, and principally the Leech Lake Band of Ojibwe whose reservation boundaries include nearly half of the National Forest.

The position requires both office and field work, strong communication skills, and proficiency in word processing and analytical computer programs including Excel and Arc Map. Field work requires archaeological surveying and the documentation of historic and prehistoric sites. GIS, GPS, compass, and map reading skills are required.

**For more information about this position, contact: JON HODGSON (Acting Public Services Team Leader) at (218) 335-8688 or e-mail: [jd Hodgson@fs.fed.us](mailto:jd Hodgson@fs.fed.us).**

**If you are interested in being considered, please complete and submit the attached "Outreach Notice Form" to: JON HODGSON e-mail: [jd Hodgson@fs.fed.us](mailto:jd Hodgson@fs.fed.us) Phone: (218) 335-8688 FAX: (218) 335-8637**

*"The USDA Forest Service is an equal opportunity provider and employer"*



# Chippewa National Forest



Welcome to the Chippewa National Forest. The Chippewa National Forest is located in North Central Minnesota, approximately 200 miles north of Minneapolis/St. Paul. The Chippewa was the first National Forest established east of the Mississippi River in 1908. Originally known as the Minnesota National Forest, the name was changed in 1928 to honor the original inhabitants. The Forest has a rich history, ranging from prehistoric times to the early logging era and CCC days. The Forest boundary encompasses 1.6 million acres, of which over 666,541 acres are managed by the USDA Forest Service. The Leech Lake Indian Reservation lies within the Forest boundary.



Aspen, birch, pines, balsam fir and maples blanket the rolling uplands of the forest. Water is abundant, with over 1300 lakes, 923 miles of rivers and streams, and 400,000 acres of wetlands. The forest landscape is a reminder of the glaciers that blanketed northern Minnesota some 10,000 years ago.

The Chippewa is one of the largest breeding population areas of bald eagles in the lower 48 states. Eagles are often viewed soaring over the larger lakes of the area. White-tailed deer, ruffed grouse, and numerous waterfowl provide good wildlife viewing and hunting opportunities. Sensitive species such as osprey, loon, and great grey owl also make the Forest their home.

Water orientated recreation such as fishing, canoeing, camping, water-skiing and swimming are popular on the Chippewa. Trails for hiking, biking, horseback riding, cross-country skiing, snowmobiling and scenic drives weave their way through the Forest. Autumn on the Chippewa creates a landscape of remarkable colors and beauty and under a blanket of snow the Forest becomes a land of unexplored adventures.

For more information about the Chippewa National Forest, visit our <http://www.usda.gov/forestland/chippewa>





## Outreach Notice Form

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### Heritage Program Manager GS-0193-12

Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: Work \_\_\_\_\_ Home: \_\_\_\_\_

Agency Employed with: USFS \_\_\_\_\_ BLM \_\_\_\_\_ Other \_\_\_\_\_

Type of appointment: Permanent \_\_\_\_\_ Temporary \_\_\_\_\_ Term \_\_\_\_\_ VRA \_\_\_\_\_

PWD \_\_\_\_\_ Other \_\_\_\_\_

Current Region/Forest/District: \_\_\_\_\_

Current Series and Grade: \_\_\_\_\_

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:

- \_\_\_\_\_ Persons with Disabilities
- \_\_\_\_\_ Veteran Readjustments
- \_\_\_\_\_ Disabled Veteran w/30% Compensable Disability
- \_\_\_\_\_ Veteran Employment Opportunities Act of 1998
- \_\_\_\_\_ Former Peace Corp Volunteer
- \_\_\_\_\_ Student Career Experience Program
- \_\_\_\_\_ Other *please explain*: \_\_\_\_\_

**THANK YOU FOR YOUR INTEREST IN OUR VACANCY**



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