



**NORTHWEST POWER
NORTHWEST VALUES**

Job Title & Series: Fish & Wildlife Project Manager (Research), GS-301	Job Announcement Number: 9124-11-DE
Grade & Salary Range: GS-12: \$72,540 - \$94,300 GS-13: \$86,260 - \$112,136 <i>The full performance level of this position is GS-13</i> <i>This position may be filled at the GS-12 or GS-13 level.</i>	Opens: 6/7/11 Closes: 6/21/11 <i>(Applications must be received by 11:59 p.m. Pacific Time (PT) to be accepted.)</i>
Benefits: BPA offers a comprehensive benefits package. http://www.jobs.bpa.gov/Benefits/	
Organization: Fish & Wildlife Program: Oregon Implementation (KEWL) Washington Implementation (KEWU) Idaho/Montana Implementation (KEWM)	Location: Portland, OR
Type of Position: This is a temporary position with a full-time work schedule. This first period of time for this Term Appointment may not exceed 13 months. At that time BPA will decide whether it is in the best interest of the agency to extend the appointment for up to a total appointment of two years, but extension is not guaranteed. At the expiration of the two year period, the appointment will be terminated. A term appointment does not confer competitive (permanent) status nor entitle the term employee to non-competitive appointment to permanent positions or transfer to other agencies without competition. Term employees are eligible for coverage under the retirement system, health insurance, life insurance and Thrift Savings Plan (401K). Employees are also eligible to receive within grade increases (periodic pay raises) if work performance is satisfactory; and annual comparability pay increase as established by Executive Orders.	
Anticipated number of positions to be filled: More than one position may be filled.	

ELIGIBILITY:

All United States citizens are eligible to apply.

ABOUT BPA:

The Bonneville Power Administration has been powering people and careers for nearly 75 years. We are a non-profit federal agency that provides clean, emissions-free electricity to the Pacific Northwest and maintains a high voltage transmission system to deliver that electricity. We are a leader in sustainability and environmental stewardship, promoting energy efficiency, renewable energy, the smart grid, fish and wildlife protection and initiatives to address climate change. We are a visionary and innovative agency that values diversity and creativity and encourages continuous learning. We are located throughout the Pacific Northwest with opportunities in cities, smaller communities and rural areas. You can learn more about BPA at www.bpa.gov.

JOB SUMMARY & MAJOR DUTIES:

This position works with contracting staff to implement fish and wildlife protection, mitigation and enhancement projects. This work includes working with contracting staff and project sponsors to develop statements of work, budgets, schedules, deliverables consistent with agency financial, policy, and or biological objectives. Provides biology (e.g., fishery or wildlife), geology, hydrology, geomorphology, or engineering expertise necessary to properly scope needs and objectives, statements of work, biological evaluation criteria, and any other pertinent technical information used to develop procurement solicitations for fish and wildlife mitigation actions. In a project

development pre-award role, develops and negotiates scopes of work and other technical materials to be included in solicitations issued by BPA or project proposals submitted by externals to implement contracts.

This position will work in one of the following four subject areas:

- **Geomorphology**, serving as technical expert making recommendations on complex geomorphology problems included geomorphology assessments; watershed assessments; siting of instream habitat restoration projects; assessment of the affects of restoration projects on fluvial systems including the stream channel and floodplain; and formulating recommendations for policies affecting stream restoration.
- **Civil Engineering**, serving as technical expert assisting in watershed and stream evaluations necessary to develop appropriate treatments for degraded stream systems requiring hydraulic or hydrologic modification and/or engineering expertise necessary for planning and evaluating hatchery design, operation, or modification.
- **Wildlife Biology**, serving as a subject matter expert on wildlife and habitat issues, providing technical leadership, staff level coordination, consultation, and technical guidance to non-wildlife biology project managers and COTRs.
- **Fisheries Biology**, serving as a subject matter expert on fisheries and habitat issues and artificial and natural salmon production, providing technical leadership, staff level coordination, consultation, and technical guidance to non-fisheries biology project managers and COTRs.

The fish and wildlife management agencies in Oregon, Washington, and Idaho/Montana administer projects to mitigate for the effects of operating the Federal Columbia River Power System (FCRPS) in the Columbia River Basin. Projects are implemented as on- and off-site mitigation actions and may include, but are not limited to, habitat, hatchery, and harvest-related efforts. Examples of projects that have been funded in the past include stream habitat restoration; resident fish substitution; resident fish culture; resident and anadromous fish and wildlife habitat protection and enhancement; wildlife mitigation agreements; ecosystem coordination; watershed coordination and planning; project implementation and effectiveness monitoring; anadromous fish hatcheries; tributary fish passage and screening projects; water rights acquisition; supplementation and captive brood stock research programs; Endangered Species Act (ESA) safety net hatchery programs; pacific lamprey reintroduction and studies, coded wire tag and Passive Integrated Transponder (PIT) tag fish marking; estuary habitat enhancement, and estuary and Columbia River plume research. Projects are contracted with a variety of state and federal fish and wildlife agencies, other state and local agencies, tribes, and private entities. Close coordination and collaboration with project sponsors and interested stakeholders is an essential part of project development and project and contract management. This function represents BPA in various regional forums, such as the Northwest Power and Conservation Council's (Council) Fish Committee, watershed councils, state and regional technical teams, etc., for general program coordination and for specific projects for which the group has implementation responsibility.

MINIMUM QUALIFICATIONS:

SPECIALIZED EXPERIENCE

Specialized Experience for GS-12:

- Experience managing fish & wildlife projects that protect, mitigate, and enhance fish or wildlife resources.
- Experience in project/contract management involving multiple partners and stakeholders.
- Experience monitoring outcomes on programs and complex projects and issues.

Specialized Experience for GS-13:

- Experience managing fish & wildlife projects that protect, mitigate, and enhance fish and wildlife resources.
- Experience in project/contract management involved multiple partners and stakeholders with diverse and often competing priorities.
- Experience independently negotiating/mitigating outcomes on programs and complex projects and issues.
- Experience leading internal and/or external teams to negotiate and balance competing priorities.

In addition, specialized experience in one of the fish and wildlife program technical areas is required for both grade levels:

Fisheries Biology: Experience providing biological guidance on fisheries issues and related topics, providing technical leadership, staff level coordination, consultation, and technical guidance to non-fishery biology project managers and staff.

Wildlife Biology: Experience providing biological guidance on wildlife and habitat issues, providing technical leadership, staff level coordination, consultation, and technical guidance to non-wildlife biology project managers and staff.

Civil Engineering: Experience providing engineering hydrology and hydraulics expertise in inter-disciplinary discussions of solutions for degraded watersheds and fluvial systems. Provides technical leadership, staff level coordination, consultation, and technical guidance on engineering and hydrology related matters affecting project managers and staff.

Geomorphology: Experience providing expertise in fluvial geomorphology, stream dynamics, erosion and sediment control, substrate sampling, sediment quality, soil-geomorphic relationships, slope stability, and soil mechanics with responsibility for evaluating the effects of restoration actions on watershed functions and processes.

In order to be rated as meeting the minimum qualifications, we must be able to determine from your application that you have a minimum of **one year** of the specialized experience requirement described above. Applicants who have qualifying experience performed on less than a full-time basis must specify the percentage and length of time spent in performance of such duties.

KNOWLEDGE, SKILLS, AND ABILITIES

Your application materials will also be reviewed against the knowledge, skills and abilities (KSAs) listed below to determine your category rating: Best Qualified, Highly Qualified, or Qualified. Within these categories, applicants eligible for veteran's preference will receive selection priority over non-veterans.

Please describe your experience and thoroughly address the statements below within your resume, cover letter, and/or other supporting material you choose to submit. Clearly articulating your work experience to determine the application of this knowledge, these skills or abilities through performance is critical to determining your qualifications for this position. For more information on how to complete KSAs, please go to http://jobs.bpa.gov/How_To_Apply/ksa.cfm.

From your application packet, we must be able to determine that you have direct experience meeting the following knowledge, skills and abilities (KSAs).

- 1. Knowledge of project management theories and techniques sufficient to develop and implement projects to mitigate or enhance fish and wildlife resources.** (Please describe your experience developing or implementing programs or complex projects. For each assignment, specify whether experience was at the programmatic or project level. Also include complicating factors such as multiple partners/stakeholders with diverse or competing priorities. If the projects were fish, wildlife or natural resources (or related) projects, briefly describe the type(s) of project work. Describe specific purpose and intention of how individual projects or project categories fit into the development, goals and techniques of any related programmatic (fish/wildlife/natural resources, or other) strategic, overarching plan (e.g., company goals, agency purpose, department focus).
- 2. Ability to assess technical, political, social, and economic information in order to make programmatic and project-specific recommendations for the management of fishery and wildlife resources.** (Please describe your experience in the assessment of technical information [evaluation of documents or information provided by others, if outside your expertise] as well as political, social or economic information.) Include the goal of the assessments and how your recommendations or other results were used in implementing the project/program. When information provided was outside your expertise, describe the process(es) you used to assess information when it seemed to suggest divergent outcomes, and how you resolved reaching your recommendation..
- 3. Ability to independently negotiate successful outcomes with diverse groups having competing priorities on complex issues.** (Please describe your negotiating experience. Include the issues being negotiated, the parties involved and their differing priorities, any other factors that made the negotiations complex, and describe the outcome/success.)
- 4. Ability to communicate effectively and be persuasive with different audiences.** (Please describe your experience persuading/influencing different audiences including upper management and external parties with both written and oral presentations. Also describe experience writing guidance concerning technical or management issues, again, identifying the intended audiences.)
- 5. Ability to provide effective leadership.** (Please describe your experience leading a diversity of informal or formal, internal and external work groups, including upper management and high level external parties.) Specify: complexity of the work, longevity of the process, politics of the decision-making process and the criticality of a satisfactory outcome. Describe how you have mentored peers/subordinate staff. Describe leadership in process development or improvement.

ADDITIONAL REQUIREMENTS

- Applicants must possess and maintain a current valid State's Driver License as a condition of appointment. If selected, you will be required to provide proof that you meet this requirement.
- 6 to 10 nights of overnight travel per month is a requirement of the position.

SECURITY & SUITABILITY

The sensitivity level of this position is designated as 'Low Risk – Nonsensitive', which requires that the selectee pass a National Agency Check with Inquiries (NACI) personnel investigation and receive a favorable suitability determination. Under existing OPM regulations, current Federal employees transferring from another department or agency who have successfully passed this level (or higher) personnel investigation will not be subject to re-investigation under OPM suitability regulations. Further, employees with unescorted access to facilities, systems, and equipment, which, if destroyed, degraded, or otherwise rendered unavailable, would affect the reliability or operability of the bulk electric system, or have access to critical cyber assets that are essential to the reliable operation of the bulk electric system will be required to undergo a Special Agency Check every seven years, thereafter (or sooner if for cause.)

APPLICATION PACKAGE CHECKLIST:

Resume, cover letter, and/or other supporting material you choose to submit that fully describes your education and experience. Application must contain sufficient information to determine eligibility for the position. (The Optional Application for Federal Employment (OF-612) can be found at <http://www.usajobs.opm.gov/of612.asp>.)

Applications must include the following information:

- Job Announcement number, title, and grade
- Full legal name, mailing address, contact telephone number and email address
- Country of citizenship
- High school attended which includes name of high school and location.
- Employment history [Unpaid experience (internships, volunteer work, etc.) related to the position may also be included]. Include job title (include series and grade if position was Federal), duties and accomplishments, employer's name and address, supervisor's name and phone number, starting and ending dates (month and year), salary, and hours worked per week. Explain any gaps in employment.
- Indicate if we may contact your current supervisor.
- A list of other job-related training, skills (i.e., languages, tools, machinery, typing speed, etc.), certificates and licenses, recognition, professional memberships, publications, leadership activities, etc.

Grade Information: You must indicate on your application the grade level(s) for which you are applying. Candidates hired at less than full-performance level may be promoted without further competition when assigned higher-level duties and meeting all qualification requirements.

VETERANS: To be considered for veteran's preference, a copy of your DD-214 (Member 4) is required. 10-point veterans must also provide a copy of their SF-15 and associated documentation.

All applicants are encouraged to complete and submit BPA Form F3330-11e, Applicant Disability, Race/National Origin and Gender Identification form and Applicant Source Form (located at the end of this announcement, or may be downloaded at http://jobs.bpa.gov/How_To_Apply/forms.cfm).

If your application package does not provide all the information requested in the vacancy announcement, you may lose consideration. Material received after the closing date will not be accepted.

HOW TO SUBMIT YOUR APPLICATION:

Applications may be emailed, faxed or mailed. Due to security requirements, we only accept hand-delivered application from individuals who currently have badge access to the building. Applicants are responsible for ensuring materials are transmitted successfully.

- **Via Email:** Application materials may be emailed to jobs@bpa.gov with the Job Announcement Number in the subject line. If you send your application through multiple formats, please include your name and the Job Announcement Number on each page.

- **Via Facsimile:** Application materials may be faxed to 503-230-3149.
- **Via US Mail:** Application materials may be mailed to Bonneville Power Administration, ATTN: Human Capital Management, NHQ-1, PO Box 3621, Portland, OR 97208-3621.

After You Apply:

You will be notified via email of receipt of your application package. This will also explain our process in more detail. Applicants should retain a copy of their application as BPA does not return applications or provide copies. For more information, please refer to: http://jobs.bpa.gov/How_To_Apply/whathappens.cfm.

Upon receipt of your complete application package, a review of your application materials will occur to ensure you meet the specialized experience (minimum qualification) requirements. Your application materials will then be reviewed against the knowledge, skills and abilities listed above to determine your category rating: Best Qualified, Highly Qualified, or Qualified. Within these categories, applicants eligible for veteran's preference will receive selection priority over non-veterans.

Applications submitted by fax or e-mail must be time/date stamped or electronically postmarked at point of origin no later than 11:59 pm PT. If all materials are not received by the closing date, your application will be evaluated solely on the information available and you may not receive full consideration or may not be considered eligible.

ADDITIONAL INFORMATION:

VETERANS	<p>Veterans who served on active duty in the U.S. Armed Forces and were separated under honorable conditions may be eligible for veterans' preference. To review eligibility requirements for 5-point and 10-point veterans preference, along with complete information on employment of veterans, please refer to the OPM VetGuide: http://opm.gov/staffingPortal/Vetguide.asp</p>
CAREER TRANSITION ASSISTANCE PROGRAM/ INTERAGENCY CAREER TRANSITION ASSISTANCE PROGRAM (CTAP/ICTAP)	<p>Individuals who have special priority selection rights under the Agency Career Transition Assistance Program (CTAP) or the Interagency Career Transition Assistance Program (ICTAP) must be well qualified for the position to receive consideration for special priority selection. 'Well qualified' for non-status applicants means an applicant who scores 85 points or higher prior to the addition of veteran's preference, if applicable</p> <p>Federal employees seeking CTAP/ICTAP eligibility must submit proof that they meet the requirements of 5 CFR 330.605 (a) for CTAP and 5 CFR 330.704 for ICTAP. This includes a copy of the agency notice, a copy of their most recent Performance Rating and a copy of their most recent SF-50 noting current position, grade level, and duty location. <u>Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.</u></p> <p>For additional information please refer to http://www.opm.gov/ctap/.</p>
BENEFITS	<p>Information on BPA benefits can be found at: http://www.jobs.bpa.gov/Benefits/</p>
EQUAL EMPLOYMENT OPPORTUNITY	<p>The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.</p>
REASONABLE ACCOMMODATION	<p>Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.</p>
LEGAL AND REGULATORY GUIDANCE	<p>Privacy Act - Privacy Act Notice (PL 93-579): The information requested here is used to determine qualifications for employment and is authorized under Title 5 U.S.C. 3302 and 3361.</p> <p>Signature - Before you are hired, you will be required to certify the accuracy of the information in your application.</p> <p>False Statements - If you make a false statement in any part of your application, you may not be hired; you may be fired after you begin work; or you may be subject to fine, imprisonment, or other disciplinary action.</p> <p>Selective Service - If you are a male applicant born after December 31, 1959, you must certify that you have registered with the Selective Service System, or are exempt from having to do so under the Selective Service Law. You may obtain your Selective Service Number at: https://www.sss.gov/RegVer/wfVerification.aspx</p>
FORMS AVAILABILITY	<p>All application materials may be obtained by calling 503-230-3230, or 1-877-975-4272. You may also download a copy of this announcement, including all forms, from our website at http://www.jobs.bpa.gov .</p>

Applicant Source Form

The Bonneville Power Administration's Human Capital Management office has an ongoing process improvement objective associated with recruitment and outreach strategies. In order for us to assess the effectiveness of our current advertising and Recruitment efforts, please identify how you learned about this job by marking the appropriate box below:

Vacancy Announcement Number

Position Title, Series, Grade

BPA Website

USAJOBS Website

Job Board (CareerBuilder, Craigslist, Employment Dept, etc.)

(please specify): _____

Industry Website or Event (National Institute of Government Purchasers, GreenDrinks, etc.)

(please specify): _____

Social Media Website (Facebook, LinkedIn, etc.)

(please specify): _____

Career Fair (campus events, community event)

(please specify): _____

BPA employee

Other (please specify): _____

U.S. DEPARTMENT OF ENERGY
BONNEVILLE POWER ADMINISTRATION

APPLICANT DISABILITY, RACE/NATIONAL ORIGIN AND GENDER IDENTIFICATION
(Please read the instructions and Privacy Act Statement before completing this form)

PRIVACY ACT STATEMENT

This data is being collected to plan and evaluate the agency's recruitment of persons with disabilities, minorities and women, and to help ensure that agency personnel practices meet the requirements of Federal law and regulation. The data you supply will be used for statistical analysis only. **SUBMISSION OF THIS INFORMATION IS VOLUNTARY.** Failure to provide this information will have no effect on the processing of your application for Federal employment. Individual personnel selections are not made based on this information.

Authority: Sections 1302, 3301, 3302, 3304 and 7201 of Title 5 of the U.S. Code, Section 2000e of Title 42 of the U.S. Code; and Section 791 of Title 29 of the U.S. Code.

1. Vacancy Announcement Number

2. Position Title, Series, Grade

3. Name (Last, First, Middle Initial)

4. Are you a U.S. Citizen? (Check one)

Yes No

5. Gender Male Female

6. SECTION A. DISABILITY STATUS

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A person is disabled if he or she has a physical or mental impairment, which substantially limits one or more major life activities. Please read the disability descriptions below and then write the two-digit numeric code in the box above which best describes your disability, if any. If you have more than one disability, choose the one which results in the most substantial limitation.

01. I do not wish to identify my handicap status.

05. I do not have a disability

SPEECH/HEARING/VISION IMPAIRMENTS

13. Severe speech malfunction or inability to speak; hearing is normal (Examples: defects of articulation [unclear language sounds]; stuttering; aphasia [impaired language function]; laryngectomy [removal of the "voice box"]).

15. Hard of hearing (Total deafness in one ear or inability to hear ordinary conversation, correctable with a hearing aid).

16. Total deafness in both ears, with understandable speech.

17. Total deafness in both ears, and unable to speak clearly.

22. Ability to read ordinary size print with glasses, but with loss of peripheral (side) vision (Restriction of the visual field to the extent that mobility is affected – "Tunnel vision").

23. Inability to read ordinary size print, not correctable by glasses (can read oversize print or use assisting devices such as glass or projector modifier).

24. Blind in one eye

25. Blind in both eyes (no usable vision, may have some light perception)

MISSING EXTREMITIES

27. One hand

28. One arm

29. One foot

32. One leg

33. Both hands or arms

34. Both feet or legs

35. One hand or arm and one foot or leg

36. One hand or arm and both feet or legs

37. Both hands or arms and one foot or leg

38. Missing both hands or arms and both feet or legs.

NONPARALYTIC ORTHOPEDIC IMPAIRMENTS (Because of chronic pain, stillness, or weakness in bones or joints, there is some loss of ability to move or use a part or parts of the body.)

44. One or both hands

45. One or both feet

46. One or both arms

47. one or both legs

48. Hip or pelvis

49. Back

57. Any combination of two or more parts of the body

PARTIAL PARALYSIS (Because of a brain, nerve, or muscle problem, including palsy and cerebral palsy, there is some loss of ability to move or use a part of the body, including legs, arms, and/or trunk.)

61. One hand

62. One arm, any part

63. One leg, any part

64. Both hands

65. Both legs, any part

66. Both arms, any part

67. One side of the body, including one arm and one leg.

68. Three or more major parts of the body (arms and legs)

APPLICANT DISABILITY, RACE/NATIONAL ORIGIN AND GENDER IDENTIFICATION
(Please read the instructions and Privacy Act Statement before completing this form)

7. COMPLETE PARALYSIS *(Because of a brain, nerve, or muscle problem, including palsy and cerebral palsy, there is complete loss of ability to move or use a part of the body, including legs, arms, and/or trunk.)*

- | | | | |
|--|-----------------------|---|----------------------|
| 70. One hand | 71. Both hands | 72. One arm | 73. Both arms |
| 74. One leg | 75. Both legs | 76. Lower half of body, including legs | |
| 77. One side of body, including one arm and one leg | | | |
| 78. Three or more major parts of body (arms and legs) | | | |

OTHER IMPAIRMENTS

- 80.** Heart disease with no restriction or limitation of activity *(History of heart problems with complete recovery.)*
- 81.** Heart disease with restriction or limitation of activity
- 82.** Convulsive disorder *(e.g. epilepsy)*
- 83.** Blood disease *(e.g. sickle cell anemia, leukemia, hemophilia)*
- 84.** Diabetes
- 86.** Pulmonary or respiratory disorders *(e.g. tuberculosis, emphysema, asthma)*
- 87.** Kidney dysfunctioning *(e.g. if dialysis [Use of an artificial kidney machine is required])*
- 88.** Cancer *(a history of cancer with complete recovery)*
- 89.** Cancer *(undergoing surgical and/or medical treatment)*
- 90.** Mental retardation *(Chronic and lifelong condition involving a limited ability to learn, to be educated, and to be trained for useful productive employment as certified by a State Vocational Rehabilitation agency under section 213.3102(t) of Schedule A.)*
- 91.** Mental or emotional illness *(A history of treatment for mental or emotional problems.)*
- 92.** Severe distortion of limbs and/or spine *(e.g. dwarfism, severe distortion of the back)*
- 93.** Disfigurement of face, hands, or feet *(e.g. distortion of features on skin, such as those caused by burns, gunshot injuries, and birth defects [gross facial birthmarks, club feet, etc.]*
- 94.** Learning disability *(A disorder in one or more of the processes involved in understanding, perceiving, or using language Or concepts [spoken or written]; e.g. dyslexia.)*
- 06.** I have a disability, but it is not listed above: Describe below:

SECTION B. ETHNICITY AND RACE IDENTIFICATION: Specific Instructions: The two questions below are designed to identify your ethnicity and race. **Regardless of your answer to question 1, go to question 2.**

Question 1. Are you Hispanic or Latino? *(A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)*

- Yes No

Question 2. Please select the racial category or categories with which you most closely identify by placing an "X" in the appropriate box(s). Check as many as apply.

RACIAL CATEGORY <i>(Check as many as apply)</i>	DEFINITION OF CATEGORY
<input type="checkbox"/> American Indian or Alaska Native	A person having origins in any of the original peoples of North and South America <i>(including Central America)</i> , and who maintains tribal affiliation or community attachment.
<input type="checkbox"/> Asian	A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
<input type="checkbox"/> Black or African American	A person having origins in any of the black racial groups of Africa
<input type="checkbox"/> Native Hawaiian or Other Pacific Islander	A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
<input type="checkbox"/> White	A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.