OUTREACH NOTICE

PINE KNOT CIVILIAN CONSERVATION CENTER
DANIEL BOONE NATIONAL FOREST

Temporary Intermittent (NTE 1 Year)

The Pine Knot Civilian Conservation Center in Pine Knot, KY is recruiting for the following position:

Cook, WG-7404-06, Temporary Intermittent (NTE 1 Year)

Announcement #:

IMPORTANT NOTES:
This position is located on a Forest Service Job Corps Civilian Conservation Center. The incumbent serves as the Center Administrative Officer and a full member of the Center Director’s primary staff with responsibility for Center management activities involving planning, organizing, directing, and coordinating the business management and support activities required for the operation of the Center.

The incumbent assists students, peers, and subordinates in understanding the relevance of, and promotes the development of positive social skills among students through modeling appropriate behavior, positive intervention, and positively intervening and teaching appropriate employability skills for workplace success. Participates in the Center Behavioral Management System (BMS) and/or the Student Code of Conduct (SCC) program as necessary to insure proper workplace conduct, appearance and behavior. Sets a positive example as a role model to students by displaying appropriate etiquette, timeliness, and dress.

DUTIES: (The duties described reflect the full performance level of this position)
Prepares and cooks a variety of menu items including regular and special diet entrees and dessert items. Roast, broil, bake, fry, boil, steam and stew meats, fish, and poultry. Prepares soups, stocks, broths, gravies, sauces, and puddings without use of packaged mixes. Prepares items requiring complex techniques such as baked Alaska, crepes, and mousses. Prepares cold food platters such as ham, salmon, and roast beef, salads and hors d’oeuvres. Carves and uses vegetables and fruits as garnishes. Adjusts standardized recipes for the number of servings required in large quantity cooking. Slice meat items by hand conforming to specific size requirements or weight specification. Maintains the proper temperature for all foods during holding, transport, reheating, and serving to assure quality control and food safety. Perform yield testing for selected food items to determine the serving weight or volume after preparation and gather other test data to assist decision-making for purchasing and menu pricing. Operates specialized equipment to cook food in large quantities and to rapidly chill and store prepared items. Reviews and ensures that stock
levels support daily and monthly menus. Maintains rotation of food inventories to prevent spoilage. Provides assistance in ordering food according to daily and weekly menu requirements. Keeps appropriate records and receipts for items ordered and received. Under closer guidance, incumbent may prepare an entire meal which requires coordinating the cooking of several items with different cooking times and characteristics. This involves planning the cooking process to produce a complete meal on time and at the proper temperature. Follows, and ensures compliance with directives and requirements for food handling, storage, and sanitation. May instruct lower-grade workers in the proper handling and storage of food. Responsible for ensuring that the food preparation and storage areas are clean, sanitized, and orderly. May instruct varying numbers of Work Based Learning (WBL) Culinary Arts students during assigned shift, as well as students assigned for kitchen police (KP) duties. Employee is responsible for monitoring food preparation skills and providing oral instruction to WBL students. Responsible for communicating achieved tasks for their Training Achievement Record (TAR) via email, oral communication, informal evaluations and incident reports. Employee will forward any needed information to Supervisor or Culinary Arts Training Instructor to allow student to respond to the training performance or conduct. Performs other duties as assigned.

NOTE:
Incumbent must obtain and maintain the appropriate State Food Handlers certification(s) as required.

OUTREACH RESPONSE:

Interested applicants desiring further information should contact Dan Crow by phone at 606-354-4204 or email dfcrow@fs.fed.us. If you are interested in this position, please complete the Outreach Response Form and return it to the email address or fax number listed on the response form. Respondents will receive further instruction on the application process at the end of the outreach period. Those interested may review www.usajobs.com, the U.S. government’s official site for jobs and employment information.

HOW TO APPLY:

The vacancy announcement for this position will be posted on the U.S. Government's official website for employment opportunities at: www.usajobs.com. Once the announcement is posted, all who responded to the outreach notice will be contacted by email to let you know what the vacancy announcement number will be for this position.

About the Pine Knot Job Corps Center:

The Center is located within the boundaries of the Daniel Boone National Forest, but is administered by the US Forest Service Job Corps National Office in Denver, Colorado. The Daniel Boone National Forest encompasses an area of approximately 692,536 acres, from Morehead, in northern Kentucky, to the Tennessee and Virginia border.
Forest Service Offices on the Daniel Boone National Forest include:

Supervisor’s Office, Winchester, KY
London Ranger District, London, KY
Cumberland Ranger District, Morehead, KY
Redbird Ranger District, Big Creek, KY
Stearns Ranger District, Whitley City, KY

The Center has the following organizational areas:

Administration
Education/ Counseling
Career Technical Trades (Vocations)
Residential Living

Pine Knot Job Corps Center has been a training program that has served generations of young adults through intensive programs of education, vocational training, work experience and counseling since 1965. The basic responsibility of the Job Corps Program is to give America’s disadvantaged youth between the ages of 16 and 24 the opportunity to develop needed vocational skills and to earn an education. This contributes to their ability to more fully participate in the world of work and citizenship.

The Job Corps Mission is to create a safe, secure, supportive and clean environment for our students that is conducive to their accomplishing the maximum academic, vocational, social, and employability skills. This will enable them to obtain the tools necessary to be employable, productive, responsible members of society.

The Pine Knot Job Corps Center is located approximately 90 miles south of Lexington, KY and approximately 80 miles north of Knoxville, TN. The Center has the capacity to house and train 175 students. The Center is closely tied to the community to provide additional training opportunities for the students through an active work experience program.

Pine Knot offers training in the following career technical training fields:

Auto Mechanics
Culinary Arts
Information Technology
Union Brick Masonry
Union Carpentry
Urban Forestry
Welding

Career Technical Training is accomplished through work experience training and classroom instruction. The length of the career technical training programs on Center varies, but, as a rule, each trade is approximately 800-1200 hours and length of stay is from 10 to 24 months.
Pine Knot offers a broad-based educational program. All students must participate in education as well as vocational training. Placement in education is based on tests administered upon entrance. This allows students to progress at a rate consistent with their abilities. Small classes provide individual attention throughout the program. Pine Knot is an accredited high school by the state of Kentucky. The Center awards high school diplomas as well as GED Certificates upon completion of the total academic and vocational training programs.

Three dormitories (one female, two male) housing 64 students each comprise the residential living quarters on Center. The Residential Living staff is responsible for maintaining the living area, providing social skills training and for providing a well-rounded recreational program.

**About Pine Knot:**

Pine Knot is located in a rural setting on Highway 27 in McCreary County, Kentucky. McCreary County has approximately 15,000 residents and consists mostly of forestlands and mountainous terrains. The basic economy is made up of several manufacturing companies, small individually owned businesses, logging, the local school system and the Job Corps Center. It is a small rural close-knit community.

There are many beautiful tourist attractions in McCreary County and the surrounding areas. Some include natural wonders such as Cumberland Falls State Park, Yahoo Falls and Natural Arch. There are several miles of developed trails, Blue Heron Mining Community, Big South Fork Recreation area, and many other activities and fun things to do.

The community around Pine Knot and McCreary County offers 3 motels, a motor lodge, a variety of fast food and family restaurants, a public library, several medical and dental facilities, two banks, a golf course, a senior citizen center, several volunteer fire departments, sheriff’s department, county and city offices, softball and baseball fields, and numerous churches of all denominations. Numerous shopping facilities are located within a 30 mile radius of the Center. Housing is available in the $40,000 to $80,000 range. Rentals are available on a somewhat limited basis with average rental costs of $250 to $500 per month. McCreary County also has a community technical college system, one central high school, two middle schools (grades 6-8), and four elementary schools (grades K-5).