Support Services Specialist, GS-342-07
Duty Station: Morehead, Kentucky

Daniel Boone National Forest
Cumberland Ranger District
Morehead, Kentucky
2375 KY Hwy 801 South
Morehead, KY 40351
(606) 784-6428 FAX (606) 784-6435

The Daniel Boone National Forest, Cumberland Ranger District will soon be filling a Support Services Specialist position with a duty station in Morehead, Kentucky. This position is a permanent, full-time appointment. For more information contact District Ranger, James D. (Dave) Manner at (606) 784-6428, email: dmanner@fs.fed.us. If you are interested please complete and return (via email) the attached Outreach Response Form.

The Cumberland Ranger District is an excellent example of a balanced ecosystem management program that is consistently building on, and improving, its responsiveness to the public and its respect in the surrounding communities. Centered around the 8,300 acre Cave Run Lake and the 27,000 acre Red River Gorge, the District has one of the most complex recreation programs in the Region. Thirteen thousand acre Clifty Wilderness is also a major attraction. The District’s watershed, wildlife, and timber programs have produced many successes. Through innovative and active management, the District has improved water quality and increased opportunities for wildlife viewing, hunting and fishing. The District’s vegetative management program incorporates many innovative silvicultural practices including a sound timber sale and prescribed burning program as important tools for improving forest health conditions.

There are numerous recreational opportunities on the district some of which include camping, hunting, fishing, hiking, and picnic areas. The White Sulphur OHV trail provides 20 miles of riding pleasure for off-highway enthusiasts. The Tater Knob Fire Tower provides a panoramic view of the surrounding forest. Some other interests include the Clear Creek Shooting Range which provides shooting tables and targets; Zilpo National Scenic Byway, an 11-mile scenic route with stops along the way and the Pioneer Weapons Wildlife Management Area, a 7,610-acre tract set aside for hunting with primitive weapons.

About The Position

- Makes financial reviews to ensure allocations are not exceeded. Responsible for maintaining an accounting of the districts work plans.
- Responsible for ensuring that the procurement duties which he/she and subordinate are assigned are implemented in accordance with the provisions of the Small Business Act, as amended by Public Law 96-507, the provisions of Executive Order 12138 pertaining to women-owned business, and Public Law 96-302 pertaining to Federal contract awards in labor surplus areas. Have or be able to acquire a purchasing authority at a minimum level of $2500 with $10,000 preferred.
- As the District’s procedural expert on personnel matters, keeps other members of the District staff currently informed on policies, rules and regulations.
- Responsible for the development and maintenance of resource files for the District. Duties involve the collection of timber sale, silviculture, cultural, fire, fish and wildlife, recreation, watershed, and other resource data from functional specialists and placing it into electronic or manual information processing systems. Duties also include searching files for technical, administrative, and financial data for land management planning, environmental studies, user and permittee billings, budget review, etc.
- Serves as Unit Collection Officer. Prepares financial billings and necessary reports and documents associated with the business aspects of resource management. Audits collection officers to verify funds have been collected and transmitted in accordance with Forest Service rules and regulations; e.g., firewood permits, map collections, etc.
The Community

Morehead is located on U.S. Highway 60 and State Highway 32, about midway between Lexington (64 miles) and Ashland (58 miles) in eastern Kentucky. The District office sits on a slope overlooking Cave Run Lake. The Cumberland Ranger District administers most recreation facilities on the lake, including two large, modern campgrounds with swimming beaches plus numerous lakeshore picnic areas, boat ramps, fishing points, hiking trails and scenic overlooks.

Morehead is a full service community with a population of approximately 8,000 city and 27,000 county. It is the county seat of Rowan County. Rowan County has abundant natural and recreational resources. Two community parks provide recreation for the citizens and visitors to the community. The 35-acre Morehead City Park contains a swimming pool, two baseball fields, softball field, tennis courts, and multi-purpose courts in addition to picnicking facilities and a playground. The Morehead-Rowan County Park is 16 acres and includes a baseball field, two softball fields, and a multi-purpose field.

Morehead is also the home of Morehead State University, founded in 1922. Located in the city of Morehead, the 500 acre campus includes a skyline of more than 50 major structures. Academically, the University offers more than 130 major programs of study on the associate, baccalaureate, and graduate level in three academic colleges.

Schools: Clearfield Elementary School, Rodburn Elementary School, Tilden Hogge Elementary School, McBrayer Elementary School, Rowan County Middle School, Rowan County Senior High School, Rowan State Vo-Tech School, and Morehead State University. The Rowan County School System was identified as one of the top 100 school systems in the nation.

Weather: The climate is generally moderate, rarely dropping below the 20's in the winter or rising above 90's in the summer.

Medical: St. Claire Hospital, Cave Run Clinic, Morehead Clinic, and a wide range of physicians practice in Rowan County.

Churches: Over 25 churches representing most denominations.

Library: Rowan County Public Library

Shopping Facilities: Trademore Shopping Center and Pine Crest Plaza along with various other local businesses are available.

Financial Services: Numerous banks, savings and loan companies, credit unions and other financial services.

Housing: The median value of homes in Rowan County is $85,000. If you are looking to rent, the median is approximately $500 a month.

DANIEL BOONE NATIONAL FOREST

The Daniel Boone National Forest is located along the Cumberland Plateau in the Appalachian foothills of eastern Kentucky. The forest encompasses over 706,000 acres of mostly rugged terrain. The land is characterized by steep forested ridges dissected by narrow ravines and over 3,400 miles of sandstone cliffs.

These lands are federally managed to provide the nation with a sustained yield of natural resources, including wood, water, forage and wildlife. Recreation opportunities on the national forest are an added bonus. The conservation management of natural resources and recreation provides significant economic, environmental and social benefits to the public interest.

Millions of visitors come to enjoy the scenic beauty and abundant wildlife that the forest has to offer. Cave Run Lake and Laurel River Lake are popular attractions on the forest. Other special areas include the Red River Gorge Geological Area, Natural Arch Scenic Area, Clifty Wilderness, Beaver Creek Wilderness, and five wildlife management areas.

Over 600 miles of trails provide a quiet escape to more remote places within the forest. Hikers, horseback riders and other trail users get back to nature along the 269-mile Sheltopoo Trace National Recreation Trail that extends the entire length of the Daniel Boone. Hundreds of miles of winding rivers and streams provide the finishing touch in outdoor beauty.

Candidates may learn more about the Forest by visiting our web site. http://www.fs.fed.us/r8/boone
OUTREACH RESPONSE

Support Services Specialist
GS-342-07
Daniel Boone National Forest
Cumberland Ranger District
Morehead, Kentucky

Name: ____________________________________________
E-mail Address: ____________________________________
Telephone Number: _________________________________
Current Region/Forest/District: _______________________
Current Position Title: _______________________________
Current Series and Grade: ____________________________

Interested applicants should return this form to:
James D. (Dave) Manner
davemanner@fs.fed.us

For further information please feel free to call
Dave Manner, District Ranger at 606-784-6428 or
Email davemanner@fs.fed.us