

Archeologist, GS-0193-11

Position Number: A5118 / FS0099

Introductory Statement:

This position is located on a Forest Service unit. This position will work in a team to accomplish field work, data management and analysis, report writing and administration of current oil and gas developments on the Forest.

Archeological/Heritage Resources Program Planning and Development 30%

Develops, coordinates, and implements moderately complex archeological programs covering one or more resource area, such as the protection of historic and pre-historic properties and artifacts. Coordinates and provides appropriate budget and project plan of work data for cultural resource activities within the NF unit.

Carries out projects related to stewardship enhancement, and public interpretation of cultural resources, including partnership agreements, and site steward programs.

Writes, edits, and prepares cultural resource interpretive information, and technical reports based on synthesis of archeological and historical research. Interpretive formats include signs, brochures, displays, videos, and other appropriate media.

Coordinates with other agencies and various tribal governments on issues related to meeting legal compliance.

On-Site Management of Archeological Activities 30%

Evaluates and acts upon a wide range of on-site management needs, such as the factual reporting of excavation and/or survey findings, and implements corrective measures within the framework of archeological program requirements. Types of programs where such problems and/or issues arise include land management/use, vandalism of historic properties, and the identification and preservation of artifacts.

Identifies archeological and historical sites which are appropriate for inclusion to the National Register of Historic Places. Develops individual and thematic eligibility assessments of selected or classes of sites.

Directs and conducts Archeological Resources Protection Act assessments.

Oversees the archeological examination of ground disturbing projects where archeological materials may be subject to destructions or damage. Reviews and recommends mitigating actions.

Oversees the work of lower-grade archeologists and survey crews in the preparation of maps, inventories, reports, and records related to the discovery, protection, inventory, salvage, and interpretation of cultural resource areas.

Plans, directs, and coordinates field surveys, cataloging, and evaluation activities associated with and prior to the commencement of project work. Ensures that scientific and systematic procedures are followed in identifying, evaluating, and classifying cultural resource areas.

Consults with recognized Indian Tribes under provisions of the National Historic Preservation Act (NHPA), and Native American Graves Protection and Repatriation (NAGPRA).

Develops contract specifications for cultural and heritage resource work and as delegated, acts as COR or inspector on such contracts.

Archeological Program Reporting and Evaluation 20%

Independently establishes acceptable standards to judge the effectiveness of a broadly based archeological program that includes a variety of program elements such as accurate scientific investigation of archeological cases or studies.

Recommends and carries out required elements for research plans related to studies, including specifying the methods and conditions under which excavations will be performed, the laboratory and analytical techniques to be used in artifact analysis, and the content of reports.

Prepares technical approval for documentation submitted for program matters, including contracts, National Register of Historic Places (NRHP) eligibility criteria, and other required internal reports.

Advisory Services for Archeological Programs 20%

Provides advice and assistance in the resolution of conventional problems and issues regarding archeological program operations. Issues relate to social, economic, cultural, and/or other environmental characteristics that do not pose significant difficulties in carrying out the program, i.e., are not of such gravity or controversy that they inhibit program effectiveness.

Provides technical input on projects for protecting or mitigating significant cultural sites.

Provides guidance and advice on the achievement of program objectives and the conformance to archeological program policy and requirements.

Provides strategy and implementation for the integration of heritage program goals with other program mission objectives.

OTHER SIGNIFICANT FACTS:

Bargaining Unit Status: Eligible.

Performs other duties as assigned.

Performs wildfire suppression support as directed within training and physical capabilities.

Factor 1- 7 Knowledge Required by the Position

Knowledge of a wide range of the principles, theories, concepts and methods of professional archeology and cultural resource management applicable to varied agency programs, problems and issues.

Skill in studying various factors that could possibly affect the application, quality and efficiency of a variety of archeological methods, functions and processes.

Skill in conducting professional analyses and investigations and make decisions or recommendations that improve or promote the objectives of major programs and policies.

Factor 2- 4 Supervisory Controls

The supervisor sets the overall objectives and resources available. The employee and supervisor, in consultation, develop the deadlines, projects and work to be done. The employee is responsible for planning and carrying out the assignment; resolving most of the conflicts which arise; coordinating the work with others, as necessary; and interpreting policy on own initiative in terms of established objectives. Problems of unusual significance normally are referred for the supervisor's views for development of a joint course of action. Completed work is reviewed from an overall standpoint in terms of feasibility and effectiveness in meeting requirements.

Factor 3- 3 Guidelines

Guidelines include technical references, precedent actions, and agency operating procedures, policies and regulations. The guidelines typically are not directly applicable to specific assignments. The employee must use judgment to select the best approach and methods and make necessary modifications to solve specific problems and meet specialized requirements.

Factor 4- 4 Complexity

The employee plans and coordinates various archeological and cultural resource management projects and studies, and makes recommendations/decisions regarding a range of multi-faceted problems. The employee must adapt or modify established methods and procedures in planning and carrying out work assignments and in resolving routine problems and conflicts.

Factor 5- 3 Scope and Effect

The purpose of the work is to apply established scientific/management methods and techniques to investigate and analyze various conventional problems and questions or to investigate and analyze discrete aspects of more complex problems. Work products contribute materially to the effectiveness of completed projects.

Factor 6- 3 Personal Contacts

Contacts involve a wide variety of managers, officials, and other professional and administrative personnel from the agency, other state and federal agencies, private industry and advocacy groups.

Factor 7- 2 Purpose of Contacts

Contacts are for purposes of collecting data and information, discussing problems and possible methods for their resolution, and reporting the results and progress of assignments.

Factor 8- 2 Physical Demands

The work requires some physical exertion, such as regular and recurring running, walking, or bending, walking or climbing ladders or scaffolds to observe, collect, or record data. In many situations the duration of the activity (such as most of a work day) contributes to the arduous nature of the job. In other situations, as in a laboratory, there may be special requirements for agility or dexterity such as exceptional hand/eye coordination.

Factor 9- 2 Work Environment

The work involves regular and recurring moderate risks or discomforts that require special safety precautions, e.g., working around moving parts, carts, or machines. For some positions, the work requires working outdoors, in environments with extreme temperatures, and/or exposure to adverse weather conditions. Employees are required to use protective clothing or gear such as hard hats, masks, gowns, earplugs, coats, boots, goggles, gloves, or shields to moderate risks, or to follow procedures for minimizing risk.