



United States Department of the Interior

NATIONAL PARK SERVICE
Glacier Bay National Park & Preserve
P.O. Box 140
Gustavus, Alaska 99826-0140
Tel: (907) 697-2230



RECRUITMENT BULLETIN: **GLBA-25-020**

ISSUE DATE: July 23, 2025

CLOSING DATE: August 6, 2025

JOBS AVAILABLE THROUGH THE ALASKA LOCAL HIRE PROGRAM--PUBLIC LAW 96-487

Glacier Bay National Park and Preserve is accepting applications for two, temporary (not-to-exceed 1039 hours), full-time, Visual Information Specialist, GS-1064-07. More than one position may be filled via this bulletin.

POSITION

Visual Information Specialist, GS-1064-07

\$27.07 to \$35.19 per hour, plus a 3 % Cost of Living Allowance (COLA)

DUTY LOCATION

Bartlett Cove, Alaska

APPOINTMENT INFORMATION:

Temporary, full-time approximately October through April. The appointment may be extended for an additional period (not to exceed 1039 hours total employment). Schedule may involve weekend work or performance of duties before or after "normal" working hours. Government housing is available. More than one position may be filled from this posting.

BENEFITS:

Temporary, seasonal, and intermittent employees on appointments expected to last at least 90 days, and expected to work a schedule of 130 hours or more a calendar month, will be eligible to enroll in a Federal Employee Health Benefit (FEHB) health plan upon notification from their employing office. Eligible employees will be responsible for the employee share of the premium while on the official agency roles, which will be deducted from bi-weekly earnings.

DUTIES: You will work as a Visual Information Specialist, GS-1064-07 at Glacier Bay National Park and Preserve.

This position is in the Interpretation and Education Division of Glacier Bay National Park and Preserve. Visual Information Specialists (VIS) connect people to parks. They play a key role in ensuring that virtual learners and visitors have a meaningful, satisfying, and safe park experience. VIS are specially trained to engage the public so that each virtual park visitor can find a personal connection with the meanings and values found in the places and stories of that park. VIS help learners and visitors explore the many dimensions of parks by introducing them to a variety of perspectives. By providing the opportunity for learners to care about the places they visit, whether in-person or virtually, they promote stewardship and the opportunity for those visitors to care for park resources.

National parks are among the most remarkable places in America for recreation, learning, and inspiration. The work done by Visual Information Specialists through effective interpretive and educational programs encourages the development of a personal stewardship ethic and broadens public support for preserving and protecting park resources, so that they may be enjoyed by present and future generations.

From early October through early April, the VIS develops and shares virtual education and visitor services programming across the nation and world as well as for our local village neighbors. Duties

include but are not limited to the following: Research, prepare and present a variety of original educational programs, including digital illustrated programs, talks, and children's programs. Work is performed primarily in the office, working both independently and as part of a NPS educational team. Assignments include development, scheduling, and delivery of education programming. Answering visitor information requests, and complete assigned projects.

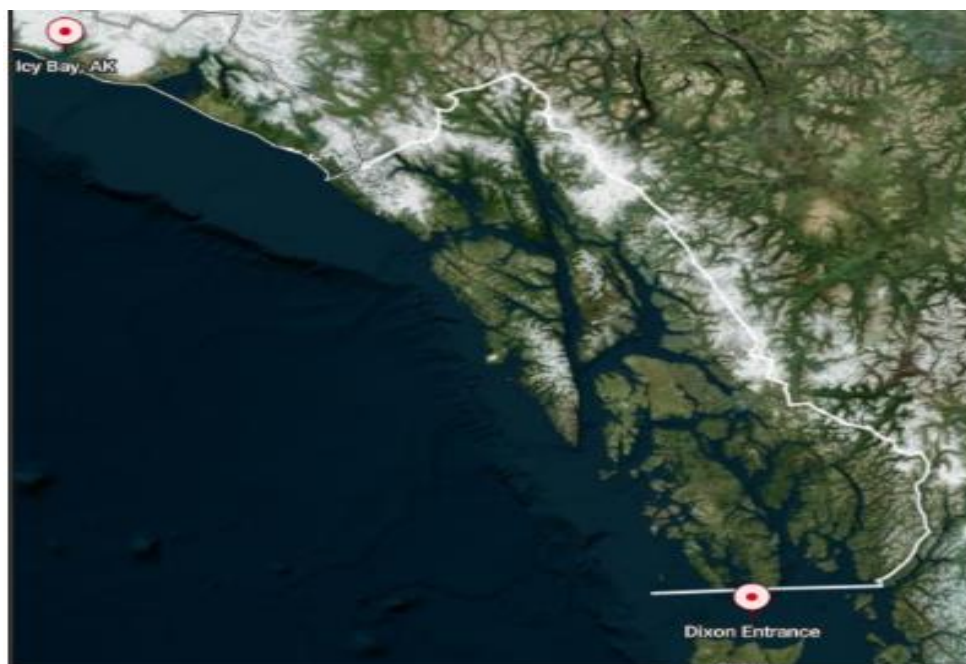
For more information about the duties of this position, please contact the Supervisor, Patrick Otero (907-697-2618).

PHYSICAL DEMANDS: The work is normally sedentary and requires long periods of stationary work at a computer work-station. Work may require moderate physical exertion fabricating exhibits and signs, working from ladders, and lifting and working with maintenance staff installing signs and exhibits. Field visits may be necessary for on-site inspection of phases of the production of a visual product. The incumbent occasionally must lift moderately heavy objects and operates hand tools and power tools such as hammers, screwdrivers, levels, rivet guns, saws, drills, etc.

WORK CONDITIONS: Work is normally performed in a typical office setting, however, when work is performed outside the office, it may be in field environments or at dirty, dusty, cold, hot, wet or some otherwise uncomfortable locations indoors and outdoors, where the exhibit or display is located. Work involves moderate risks or discomforts such as working with power tools.

WHO MAY APPLY: Any U.S. citizen who has acquired special knowledge or expertise regarding the natural or cultural resources of Glacier Bay National Park and Preserve, by reason of having either lived or worked in or near the park. To be eligible, applicants must have lived or worked in or near the area long enough to encounter and become familiar with a full range of typical conditions that affect the work to be accomplished. Applicants' resumes should reflect periods of time having lived or worked in or near the area of consideration.

Areas considered "near" Glacier Bay National Park and Preserve is the area within the State of Alaska that extends from Dixon Entrance on the south to Icy Bay on the north.



POSITION REQUIREMENTS: Requirements will be determined by evaluating experience in your resume and /or in the interview and selection process. All position requirements must be met by the closing date of this job posting. Knowledge or expertise concerning the park's or preserve's natural and/or cultural resources and the management thereof is required. Local knowledge of the resources and the typical conditions that affect the work to be accomplished will be applied in the performance of the duties. In determining eligibility, applicants' resume must indicate periods of time of having lived and/or worked in or near the above listed areas of consideration. Failure to do so may result in non-referral of your application.

Following are five competencies identified for this position. Applicants are not required to address these competencies in a separate document but are welcome to include in their resumes information related to these competencies.

1. Basic knowledge of specialized subject matter nomenclature, terminology, and other features particular to the park, such as the history, archeology, cultural and natural resources management, and natural history. Knowledge and understanding of accepted standards for interpretation established in the NPS
2. Skill in appropriate software to accomplish tasks such as photo and video editing and page design, as well as user knowledge of printers, large-format plotters, wireless routers, web cams, GPS mapping devices and hand-held devices.
3. Ability to research, develop and present educational talks and programs for diverse audiences. (If you wish to address this competency in your resume, describe your experience in classroom engagement, presenting illustrated programs, conducted activities, tour commentaries, talks, children's programs, and interpretive presentations. Please include topics, audience sizes and venues).
4. Technical proficiency in use of software and hardware options necessary to maintain and optimize the use of interpretive media.
5. Basic knowledge of park resources, audiences and effective techniques that support lessons developed by others that offer opportunities for varied audiences to form their own intellectual and emotional connections to the resource meanings.

CONDITIONS OF EMPLOYMENT:

- U.S. Citizenship required.
- Appointment subject to background investigation with favorable adjudication before starting work.
- Selectee will be required to participate in the Direct Deposit Electronic Funds Transfer Program.
- Must be 18 years of age or older.
- Males must meet Selective Service Registration Act requirement. Verify registration at sss.gov.
- Must have the ability to lift moderately heavy objects.
- Government housing is available.
- You will be required to operate a government motor vehicle as part of your official duties; a valid driver's license is required. After selection, you may be required to submit a GSA Form 3607 and driving record at your own expense.
- You will be required to wear a uniform and comply with the National Park Service uniform standards. A uniform allowance will be provided.

HOW TO APPLY:

PLEASE READ THE FOLLOWING INSTRUCTIONS CAREFULLY! Incomplete submissions may result in non-referral of your application. ***Please note:*** An application consists of your resume and any other required forms or documents outlined below. There is no application form to complete.

Assistance may be obtained by e-mailing glba_hr@nps.gov.

All applications must be postmarked or received via email by the closing date of the announcement.

If mailed via USPS, your application must be addressed to: Park Headquarters, Glacier Bay National Park and Preserve, P. O. Box 140, Gustavus, AK 99826.

If your application is postmarked on the closing date, it must be received in a sealed envelope at Glacier Bay National Park and Preserve no later than seven calendar days after the closing date.

Emailed applications must be received by 11:59 AKST on the closing date of the job posting. It is the applicant's responsibility to verify their application has been received via email by the deadline specified above.

You may email your application to: glba_hr@nps.gov. Emailed applications must not be sent (CC) to this position's supervisor or any other individual staff member.

If you email your application, include the bulletin number in the subject line. If you apply for more than one position, send a separate email with application for each position.

Note: Information provided in the body of the email will not be considered part of your application. Include all information you want to share in your resume or include a cover letter.

Be sure to not include any photographs of yourself or any PII (Personally Identifiable Information), such as your Social Security Number, driver's license number, or passport number.

Hand-delivered applications cannot be accepted. DO NOT SEND your application via UPS or FedEx. We do not accept faxed applications or applications mailed in postage-paid government envelopes or through an internal government mail system.

REQUIRED FORMS to send via USPS or email:

- **Resume** that provides detailed information about your work experience. Also include: *the recruitment bulletin number of the position for which you are applying*; and for each period of employment: the dates worked (for example, June 2009 through August 2010), the position title, employer's name, phone number and address.
 - Emailed resumes and cover letters need to be sent as **attachments**.
- **DD-214** if claiming points of Veterans' Preference; if claiming 10 points of Veterans' Preference, also include the SF-15 and verification documents described on the back of the SF-15. The SF-15 may be obtained through the Internet at www.opm.gov/forms.

It is the applicant's responsibility to provide documentation/proof of claimed status for veterans' preference, qualifications, and education. Applicants will not be solicited for further data if that provided is found to be inadequate, illegible, or incomplete.

Application materials will not be returned; therefore, do not submit original documents that you may need in the future, or extra materials such as letters of recommendation, photographs, or award certificates.

If you make a false statement in any part of your application, you may not be hired or you may be fired after you begin work, or you may be subject to fines, imprisonment, or other disciplinary action.

Veterans' Preference (for qualifying veterans): To receive Veterans' Preference, your application package must include a copy of the DD-214, "Military Discharge," that shows the type of discharge from service (usually the Member 4 copy), or Report of Separation from Active Duty if separation was prior to July 1, 1979. If claiming 10-point Veterans' Preference, you also must provide a completed SF-15 (www.opm.gov/forms) and verification documents listed on the SF-15. If you are separated and as yet do not have a DD-214, you may use an official statement of service from your command indicating that you have completed active service and are being discharged under honorable conditions, or provide other official documentation (e.g. documentation of receipt of a campaign badge or expeditionary medal) that proves your military service was performed under honorable conditions. You will not receive Veterans' Preference if you do not provide this documentation.

Reasonable Accommodations: The agency provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the park office listed on this announcement. Determinations on requests for reasonable accommodations will be made on a case-by-case basis.

Privacy Act Information The application you submit for this position contains information subject to the privacy act of 1974 (PL-93-579, 4 USC 552a). We are required to provide you with information regarding our authority and purpose for collecting this data, the routine uses which will be made of it and the effects, if any, of non-disclosure. You are entitled to the same information as it pertains to disclosure of your social security number. Any questions you may have regarding the Privacy Act regulations and the rights it extends can be answered by contacting the park office.

Equal Employment Opportunity Appointments are made without regard to race, color, age, sex, sexual orientation, religion, political affiliation, national origin, marital status, non-disqualifying handicap condition or any non-merit factor.