

Department: Interior
Agency: National Park Service
Sub Agency: Lowell National Historical Park
Job Announcement Number: LOWE-DEU-CB-7-03

[Overview](#)

Park Ranger, Interpretation

Salary Range: 13.28 to 13.28 USD Per Hour

Open Period: 1/24/2007 to 2/23/2007

Series & Grade: GS-0025-04/

Position Information: Full-Time Temporary position not to exceed 1039 hours

Duty Location: 5 vacancies - Lowell, MA

Who May Be Considered:

Applications will be accepted from United States citizens and nationals.

Failure to address the citizenship requirement in your application package will deem you ineligible.

Job Summary:

You will serve as a Park Ranger in the Division of Interpretation at Lowell National Historical Park. The Park was established to preserve, protect, and interpret nineteenth century textile production in Lowell and the city's pioneering role in the American Industrial Revolution.

Lowell National Historical Park is located in Lowell, Massachusetts, which is 35 miles northwest of Boston and served by Boston commuter rail service. Lowell is centrally located in New England with a wide variety of cultural and recreational activities easily accessible. Beaches and mountains are within two hours drive. The University of Massachusetts at Lowell, as well as colleges and universities in the Boston area provide many cultural and educational opportunities. The ethnic restaurants in Lowell reflect the dynamic composition of the city. Temperatures range from the high teens in winter to 80 degrees or more in summer. A great variety of services are available in the area, including, medical, schools, churches, shopping, etc. Homes and rentals are readily available and are considered expensive.

[Duties](#)

Major Duties:

You will present prepared interpretive programs such as museum talks, guided walks, and demonstrations to a variety of audiences. You will staff interpretive sites and collect fees at the Visitor Center and Boott Cotton Mills Museum. As a park ranger, you will be the primary point of contact at visitor information/orientation desks, on roving patrol, and at special events. You will answer questions about the Park and the City of Lowell on a recurring basis using a variety of facts, events and circumstances identified with the Park. You will also perform Eastern National bookstore sales and assist in stocking, updating, and distributing informational literature.

[Qualifications and Evaluation](#)

Qualifications:

Two (2) years above high school with twelve (12) semester hours of related course work OR six (6) months general AND six (6) months specialized experience.

Equivalent combinations of education and experience are also qualifying for this position.

General Experience: experience in administrative, professional, technical, investigative, or other responsible work that provided a familiarity with natural or cultural history, fish or wildlife habitat characteristics; techniques of resource protection and use; recreational use of public lands and facilities; enforcement of laws, rules, or regulations; fire prevention techniques and fire suppression methods; or the practice of interpersonal relations skills in dealing with the general public. Experience in substantive and relevant secretarial, clerical, or trades and crafts work is also qualifying if pertinent to the position. Experience of a routine nature, such as typing, filing, maintaining records, or other non specialized tasks is not qualifying.

Specialized Experience: experience that demonstrated the knowledge, skills, and abilities necessary to perform successfully the duties of the position. Experience may have been in technical, administrative, or scientific work, fish and wildlife management, recreation management, law enforcement, or other park-related work. Examples of qualifying specialized experience include, but are not limited to, the following:

- Park guide or tour leader.
- Law enforcement or investigative work.
- Archaeological or historical preservation research work.
- Forestry and/or fire management work in a park, recreation, or conservation area.
- Management, assistant, or program specialist work involving the development and implementation of policy related to protection, conservation, or management of park areas or similar operations.

Applicant will need to complete the requirements for the necessary background investigation. Favorable adjudication is a condition of employment.

How Will You Be Evaluated:

These positions are to be filled from a list of eligible candidates established through a rating and ranking process. Qualified applicants will be evaluated and a numerical rating assigned based on the job-related criteria listed in the Knowledge, Skills, and Abilities (KSAs) listed below. Information on your application/resume and your responses to the KSAs will be used to determine your rating. Points will be added for Veteran's Preference as appropriate.

1. Ability to carry out daily operational responsibilities involved in Visitor Center & Museum operations (i.e. staffing an information desk, using a computer and cash register, handling money, and/or opening and closing sites) according to written standard operating procedures and supervisory direction.
2. Skill in oral communication in a work setting. Describe your experience in speaking to groups (i.e. tour guide, instructor, or providing customer service) to a variety of audiences.
3. Skill in presenting established formal and informal interpretive talks to diverse audiences.
4. Ability to answer questions concerning associated with the major themes of Lowell National Historical Park.

Benefits:

You will earn annual vacation leave. More info: <http://www.usajobs.gov/jobextrainfo.asp#VACA>

You will earn sick leave. More info: <http://www.usajobs.gov/jobextrainfo.asp#SKLV>

You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info: <http://www.usajobs.gov/jobextrainfo.asp#HOLI>

If you use public transportation, part of your transportation costs may be subsidized. Our human resources office can provide additional information on how this program is run.

Other Information:

The materials you send with your application will not be returned.

If you left federal employment and received a buyout and you are selected for this position, you may be required to repay the full amount of the buyout to the agency that paid you.

Government facilities are required to provide a smoke free environment for their employees. Smoking will be permitted only in designated areas.

The above position is temporary, not to exceed 1039 work hours, excluding overtime work, with varying tour of duty: weekdays, evenings, holidays and weekends. Actual length of employment is subject to the availability of funds and employee performance. No permanent position(s) will be filled under this announcement.

This is a uniformed position. Incumbent will be required to wear the prescribed National Park Service uniform in accordance with established policies and standards.

New employees of the Department of the Interior must identify a financial institution for direct deposit of net pay within 30 days of entrance on duty or file for an agency waiver.

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

Department of the Interior (DOI) Career Transition Assistance Plan (CTAP) procedures apply in filling this vacancy. 5 CFR 330, Career Transition Assistance for Surplus and Displaced Federal Employees requires the following order of selection for this position: a) At bureau option personnel actions listed in 5 CFR 330.606(d); b) the selection of an employee from within a bureau and the same local commuting area (LCA) after eligible SSP applicants within that bureau and LCA have been given selection priority; c) any well-qualified SSP candidate who applies within the local commuting area (Surplus and displaced employees will be given equal consideration); d) at Bureau option, personnel actions not subject to RPL; e) qualified RPL candidates in the local commuting area ; f) at Bureau discretion, any other former displaced well-qualified DOI employee; e.g. a well-qualified RPL candidate who applies from outside the local commuting area; g) well-qualified ICTAP applicants in the local commuting area; h) other outside applicants (other agencies, nonstatus, etc.)

Applicants must provide proof of program eligibility in order to receive special selection priority.

An eligible CTAP applicant is determined to be well-qualified if he/she meets the following: OPM qualification standards for the position; all selective factors, where applicable; special qualifying conditions that OPM has approved for the position; is physically qualified with reasonable accommodation, where appropriate to satisfactorily perform the duties of the position upon entry; and is rated by the organization at least "85" or equivalent rating level on all quality ranking factors.

Please annotate your application to reflect that you are applying as a CTAP or ICTAP eligible.

[How to Apply](#)

How to Apply:

You may submit your resume for this job online by selecting the 'Apply Online' button at the bottom of this announcement. Please note: your online resume may not be a complete application. Be sure to carefully read this announcement to see if additional information is required and how it should be submitted. If you do not use the online feature, you should send your resume, or Optional Form 612, along with any other required documents to the address shown below.

Mail your applications so it will be postmarked by closing date. If hand delivered, be sure your application is received by closing date.

Please submit a narrative response to each knowledge, skill or ability listed. Your response should describe what you did, how often you performed this activity, the guidelines available, the complexity of the assignment, and who you performed the activity for or with.

Applicants who do not submit the required items will not be considered. Applicants will not be contacted for additional information if their applications are incomplete or inadequate.

Application mailed using government postage or through an internal federal government mail system will not be considered.

Contact Information:

Catherine Burkhart
Phone: 978-275-1716
Fax: 978-275-1731
Internet: catherine_burkhart@nps.gov

Or Write:
National Park Service
Lowell National Historical Park
67 Kirk Street
Lowell MA 01852-1029
USA

What to Expect Next:

Upon completion of the rating process, applicants will be notified regarding the status of their application.

Non-selection letters will not be issued when the hiring process has been completed.

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.

Reasonable Accommodation

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.

Veterans Information

Veterans who served on active duty in the U.S. Armed Forces and were separated under honorable conditions may be eligible for veterans' preference. For service beginning after October 15, 1976, the veteran must have served the required length of time and have a Campaign Badge, Expeditionary Medal, a service-connected disability, or have served in the Gulf War between August 2, 1990, and January 2, 1992.

The Veterans Employment Opportunity Act (VEOA) gives veterans access to job vacancies that might otherwise be closed to them. The law allows eligible veterans to compete for vacancies advertised under agency's promotion procedures when the agency is seeking applications from outside of its own workforce.

To claim veterans' preference, veterans should be ready to provide a copy of their DD-214, Certificate of Release or Discharge from Active Duty, or other proof. Veterans with service connected disability and others claiming 10 point preference will need to submit Form SF-15, Application for 10-point Veterans' Preference.

For more specifics on all veterans employment issues such as Veterans preference or special appointing authorities see the VetGuide.

Legal and Regulatory Guidance

Social Security Number - Your Social Security Number is requested under the authority of Executive Order 9397 to uniquely identify your records from those of other applicants who may have the same name. As allowed by law or Presidential directive, your Social Security Number is used to seek information about you from employers, schools, banks, and others who may know you. Failure to provide your Social Security Number on your application materials, will result in your application not being processed.

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.

Signature - Before you are hired, you will be required to sign and certify the accuracy of the information in your application.

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.

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.