

EVALUATION STATEMENT

Position Number: S000356

Proposed Title/Series/Grade: Wildlife Refuge Manager, GS-0485-12

Location: Various locations – see implementing orders on specific

References:

- a. OPM Job Family Standard (JFS) for Professional Work in the Natural Resources Management and Biological Sciences Group, GS-0400P, dated September 2005; and
- b. OPM General Schedule Supervisory Guide (GSSG), TS-123, dated 04/98.

Background: The proposed action is to reclassify multiple GS-0485 Wildlife Refuge Manager/Specialist positions by standardizing the position descriptions for grades GS-05 through GS-14 throughout the National Refuge System. This proposed position reflects the standard PD (SPD) for Wildlife Refuge Manager, GS-0485-12.

The purpose of this position is to plan, manage, and coordinate the operations and programs of a smaller stand-alone, federally-owned National Wildlife Refuge (Refuge) or Wetland Management District (WMD) or as a Refuge Complex Manager over two or more smaller or less complex Refuges/WMDs, and reports to a Complex Refuge Manager, a Regional Office Refuge Supervisor or a Regional Refuge Chief. The Refuge/WMD/Complex managed at this level is diverse and require the resolution of complicated resource, environmental, and/or management issues and problems related to a wildlife refuge. Refuge operations and programs include wildlife biology, ecology, habitat management, natural resource program management (to include environmental laws, regulations, policies), visitor services (to include public use programs, outreach and education programs, volunteer programs, accessibility issues, representation, and law enforcement).

As the Wildlife Refuge Manager of a Refuge/WMD or Refuge Complex, the incumbent exercises leadership and direction for all staff under his/her supervision to ensure that all functions run smoothly. The incumbent is a recognized technical expert in the operation, administration, and management of refuge lands.

Series/Title Determination: The incumbent directs and supervises the activities of a team of professional, technical, analytical and/or administrative support personnel. He/she draws upon a professional knowledge and background in wildlife biology and refuge management to formulate, plan, manage, administer, and provide technical advice/expertise and internal and external representation of fish and wildlife refuge operations and programs. Incumbent works towards the resolution of complicated resource, environmental, and/or management issues and problems related to a wildlife refuge.

By virtue of requiring a professional background in the biology and/or natural resources sufficient to enable the incumbent to serve as a recognized technical expert in area of wildlife resource/wetland management, the position is covered under JFS for Professional Work in the Natural Resources Management and Biological Sciences Group, GS-0400 (reference a). Because the responsibility of the position is to manage federal fish and wildlife refuge operations and programs on a National Wildlife Refuge (Refuge), Wetland Management District (WMD), or Refuge Complex, or any combination of the three - the most apparent series that would be appropriate for the described duties and responsibilities is the GS-0485, Wildlife Refuge Management, series. Under series GS-0485, the work involves development, enhancement, protection, and maintenance of land and habitat for a variety of species within the confines of a national wildlife refuge system which fits the proposed position description. Supervisory positions are classified in a series that is in line with those they supervise or in line with their technical responsibilities.

There are two prescribed titles under the GS-0485 series, with the assignment dependent upon the primary focus of the work. For positions whose primary work involves managing, administering, and operating a national wildlife refuge the standard indicates assignment of the prescribed title Wildlife Refuge Manager is in order. For positions performing line or staff work that supports planning, administering, evaluating, managing, and/or operating programs, activities, and projects associated with conserving and managing fish and/or wildlife resources in national wildlife refuges the standard indicates assignment of the prescribed title of Wildlife Refuge Specialist. The duties and responsibilities of this position support assignment of the title Wildlife Refuge Manager.

Titles for positions carrying supervisory responsibilities are usually prefaced with the word Supervisory; however, in this case the word Manager is already contained within the title to identify the responsibilities (see discussion above) and implies supervisory responsibilities - so there is no need to include another word within the title to denote this responsibility. Based on the above discussion, the title and series of this position is Wildlife Refuge Manager, GS-0485.

Grade Level Determination: To establish a standard supervisory PD for Service-wide use under the OPM General Schedule Supervisory Guide (GSSG) guidance (reference b), there would need to be consistency in the size and complexity of the multiple National Wildlife Refuges (Refuges), Wetland Management Districts (WMDs), or Refuge Complexes (or any combination of the three) any particular incumbent is responsible for so that the overall Factor level assignments and points could be consistently applied to all arrangements. Due to the wide variances in the lands/programs covered, numbers of subordinate employees, and base-level grade supervised this is not feasible. Historically, the grade level of many of the Wildlife Refuge Managers throughout the Service have been based on the grade level arrived at through the evaluation of the technical aspect rather than the supervisory aspect of the duties and responsibilities assigned to the PD using the Job Family Standard (JFS) for Professional Work in the Natural Resources Management and Biological Sciences Group, GS-400P, (reference a). Evaluation of technical responsibilities to establish a SPD can more easily be accomplished because the base knowledge, supervisory controls, guidelines used and complexity of assignments will fall more in line throughout the Regions and these four factors (1-4) account for 80% of the total points for the overall grade assignment under FES; whereas, under the GSSG the majority of total points for overall grade assignment come from Factor 5 - Difficulty of Typical Work Directed and Factor 6 - Other Conditions (which is strongly tied to Factor 5).

Therefore, this SPD will be classified using the guidance found in the JFS for Professional Work in the Natural Resources Management and Biological Sciences Group, GS-400P.

Factor 1 – Knowledge Required by the Position: The incumbent(s) of this position must possess a technical expertise in the theories, principles, concepts, practices, standards, and methods of the various applicable professional biology, ecology, and/or conservation fields, along with all applicable laws, regulations, policies, and procedures of the Service and other associated agencies sufficient to develop innovative solutions to complex resource and land management issues that have complicated environmental impacts and involve conflicting or unclear law and policy. The incumbent(s) is responsible for overseeing and managing refuge programs and operations which are diverse and require the resolution of significant resource, environmental, and/or management issues and problems related to a wildlife refuge, requiring the incumbent to identify, develop, and recommend new and innovative solutions to complex problems. The incumbent serves as a technical expert in the management of wildlife refuges and may represent the Service as needed.

Positions at Level 1-6 require knowledge of and skill in applying the concepts, principles, practices, and methodology of the field; the organization's programs and their governing laws and regulations and reference standards; related mathematical and/or biological disciplines; and Federal, state, local, and/or tribal laws and regulations in order to independently perform recurring, well-precedented projects using standard methods and techniques. The incumbent of this SPD will be handling projects/programs involving complex/complicated resource, environmental and/or management issues, many of which are without precedent. Therefore, this factor level is exceeded.

Positions at Level 1-7 involves positions responsible for refuge management programs and operations involving complicated issues, are often found at refuges that are diverse (diverse habitats, multiplex program services, management services, and operations), and are bound by laws and regulations which may not always have precedent. This is the first level of knowledge, skills and ability that would enable an individual to fully serve as a technical expert in the planning, managing, and administering of a wildlife refuge with diverse habitat and/or programs as well as resolve complicated resource, environmental, and/or management issues and problems which may arise, many of which are without precedent – which is what the incumbent of the SPD is responsible for; therefore, this level is fully met.

Position found at Level 1-8 have a mastery and skill in applying, advanced theories, principles, concepts, practices, standards, and methods of wildlife biology, animal ecology, wildlife refuge administration, and habitat manipulation and related biological and physical science disciplines, such as botany, ornithology, and mammalogy. At this level, the employee is considered an expert authority in the management of federal wildlife refuges. Refuges managed at this level involve complex resource and land management issues that have controversial environmental or jurisdictional impact and involve conflicting or unclear law and policy that could result in changing, modifying or issuing of new guidance by the agency. The duties and responsibilities of the SPD do not fully meet the intention of this factor level.

This position meets Level 1-7 which is assigned 1250 points.

Factor 2. Supervisory Controls: The incumbent of this SPD works highly independently to develop/complete general objectives, assignments, and deadlines under the parameters established by the supervisor (overall goals and resources available). The incumbent is the responsible party for all activities that happen within their scope of control to include identifying and implementing solutions to most problems, coordinating work/program activities, and resolving conflicts with appropriate personnel both internal and external to the Service. The incumbent reports progress, advises on problems and possible adverse reactions and recommends solutions for critical/sensitive problems to supervisor. Completed work is reviewed by the supervisor for compatibility with Complex, Regional and national wildlife refuge system goals, guidelines, and effectiveness in achieving objectives.

At Factor Level 2-3, the supervisor outlines or discusses possible problem areas and defines objectives, plans, priorities, and deadlines; and assignments have clear precedents requiring successive steps in planning and execution. The incumbent works independently to accomplish required tasks and submit finished work products to the supervisor for final review and approval. Decisions, recommendations, and commitments are evaluated for conformity to policy. Completed work and recurring reports are reviewed for conformance to requirements and technical soundness. The level of supervisory control for this SPD exceeds this level.

At Level 2-4, the supervisor outlines overall objectives and available resources, and works in consultation with the employee to develop a mutually acceptable plan, which includes the identification of work to be done, as well as the scope and deadlines for its completion. The incumbent is delegated complete responsibility and authority to plan, schedule and carry out major refuge management programs, operations and projects; resolve most conflicts that arise; coordinate work with others as necessary; interpret policy and regulatory requirements; advise the supervisor of progress and potentially controversial/sensitive situations; develop changes to plans and/or methodology; and recommend improvements to meet program objectives. Review of completed work is for soundness of overall approach, effectiveness in meeting requirements or producing expected results, the feasibility of recommendations, and adherence to requirements. Methods are not normally reviewed. This level is fully met.

For assignment of Level 2-5, the supervision is very general in is in the form of administrative and policy direction in terms of broadly defined missions or functions of the agency with full technical authority delegated to the incumbent. At this level, positions do not receive supervision in the form of general guidance on program goals/objectives, mutually agreed upon scope and deadlines. The supervisory controls of the SPD are tighter than this level implies; therefore, Level 2-5 is not met.

This position meets Factor Level 2-4 which is assigned 450 points.

Factor 3 – Guidelines: Broadly stated guidelines exist in the form of laws, regulations, policies and directives – many of which are ambiguous, have gaps in coverage or specificity, and/or there are inconsistencies or conflicting information between guidelines requiring extensive interpretation. Drawing upon an extensive background, the incumbent(s) employs ingenuity, imagination, and sound judgment to arrive at adequate solutions to problems for which no prior guidelines exist, and modifies/adapts existing guidelines to deal with problems such as limited funds, uniqueness of area, and unforeseen circumstances and develops guidelines for cases where no guidelines exist. Additionally, the incumbent must deal with long-standing customs and procedures that have been followed in past when formal guidelines do not provide adequate guidance.

At Level 3-3, there are a wide variety of reference materials and manuals available as well as precedents outline existing approaches to more general problems or issues. These may not always be directly applicable to the work or have gaps in specificity but still guide the employee in making decision. Because the incumbent of this SPD may be faced with unprecedented situations where guidelines do not apply, he/she must be able to develop new methods/procedures and processes to address problems, ensure actions and programs address refuge specific issues/concerns, and develop plans and strategies for the program of the refuge/refuges. Therefore, available guidelines for use and judgment required of the incumbent as described in the SPD exceed this description.

At Level 3-4, the guidelines and precedents become more general in nature and are mostly in the form of agency policy statements and objectives. Specific guidelines are often scarce, not applicable, or have gaps in specificity, - requiring considerable interpretation and/or adaptation. Using judgment, initiative, and resourcefulness in deviating from established methods, the employee develops new ways to accomplish his/her work. This may involve modifying, adapting, and/or refining broader guidelines to resolve specific complex and/or intricate issues and problems. The available guidelines

described in the SPD meet this description.

At Level 3-5, guidelines exist in the form of broad policy statements, basic legislation, recent scientific findings, or reports that are often ambiguous and require extensive interpretation. The employee uses judgment and ingenuity and exercises broad latitude to determine the intent of applicable guidelines; develop policy and guidelines for specific areas of work; and formulate interpretations that may take the form of policy statements, regulations, and guidelines. Although the guidelines of the proposed SPD is expanded from that of Level 4 to include basic laws, recent scientific findings and cultural implications (which may pose considerable concerns), and the incumbent may be faced with unprecedented situations - for the most part the Region/Service/Department policies are structured enough that he/she would have an idea of how to precede as well as having senior Refuge System staff to call upon for guidance. Therefore, the full intent of this factor level is not met.

This position meets Factor Level 3-4 which is assigned 450 points.

Factor 4 – Complexity: The work of this position involves a variety of duties requiring many different and unrelated processes applied to a broad range of activities that cover a wide geographic area, or substantial depth of analysis (i.e., planning, researching, analyzing, coordinating, implementing, designing, monitoring, developing, etc.) and broad and diverse refuge management programs often involving sensitive and complex endangered/threatened species issues and habitats. Problems encountered may involve unprecedented, undeveloped, or complex aspects of refuge management and related disciplines often due to such characteristics as the abstract nature of the concepts, or the existence of serious conflicts among program requirements, program direction, and administrative requirements.

At Level 4-3, work performed involves duties that require unrelated steps, processes, methods, or procedures. Tasks may include analyzing and evaluating diverse environmental conditions and proposed refuge management actions changing habitat conditions; ensuring activities conform to standards and comply with regulatory requirements; and applying well established methods and concepts. The employee analyzes, evaluates the assignment at hand before selecting an appropriate course of action from many known alternatives. The employee identifies, interprets, analyzes, and applies a range of established approaches and solutions to problems or issues. Because the incumbent of the SPD will encounter situations without precedence or established procedures to follow requiring him/her to develop new approaches, techniques and methods as well as be able to develop strategies based on trends/patterns in refuge management uses and demands – this level is exceeded.

At Level 4-4, work performed involves a variety of research, testing, or natural resources management duties that require many different and unrelated processes, methods, and problem solving techniques common to the discipline. The incumbent of the proposed SPD is responsible for developing and utilizing new methods/techniques to accomplish refuge management work; selects, analyzes and evaluates courses of actions from not only known alternatives but new/unprecedented alternatives to resolve issues; and utilizes new approaches to develop solutions to complex refuge management problems or issues where information/data may be conflicting/lacking. The duties/responsibilities of the SPD exceed the criteria for assignment of this factor level.

At level 4-5, the biologist is performing a variety of refuge management duties requiring in-depth analysis of problems and issues that cover a geographic or environmentally diverse area, involve integrating resource analysis and coordinating and planning activities that cover multiple refuge programs, and in-depth analysis and use of various control methods/techniques – some which may be in the experimental stage. The problems they encounter, and solutions arrived at, may have potential economic impact of agency actions on commercial interests, individuals, and local governments; conflicts between species conservation and recreational interests; may encounter serious conflicts among requirements and program direction or administrative and legal requirements; may draw highly visible political consequences; and must continually be reviewed in anticipation of future trends and requirements. The incumbent of the SPD does not perform work that includes experimental stages; involve serious conflicts among program requirements; or propose solutions to problems that have highly visible political consequences. Therefore, this level is not fully met.

This position meets Factor Level 4-4 which is assigned 225 points.

Factor 5 – Scope and Effect: The purpose of the work is to plan, manage and oversee a smaller, less complex, stand-alone National Wildlife Refuge/WMD. The Refuge/WMD may border either Canada or Mexico, and may overlap into other counties and/or states. Work efforts require effective coordination and cooperation with subordinates, other professional biologists and managers within the Service, other Federal, state, and local agencies, and other stakeholders (i.e., native

American Indians, business leaders, conservationists, private landowners, the public, etc.) to ensure an effective and sound refuge management program, enhanced public awareness through educational and outreach programs, and support the overall mission and objectives of the Service. Decisions and/or recommendations made by the incumbent are given considerable weight in deciding the direction of resource use and other resource programs on or near the Refuge/WMD.

At Level 5-3, the scope of the work involves investigating, analyzing, or advising on a variety of conventional resource or refuge problems and environmental conditions in accordance with established criteria; identifying common problems involving plant and animal diseases, habitat conditions, or environmental impacts from recreational, commercial, and industrial operations; and ensuring the effective development and use of multiple-use resources areas at the local level. The work results affect agency credibility with internal and external customers as well as the adequacy, accuracy, and effectiveness of activities/programs. The breadth of interactions, complexity of the natural resource program and impact of work efforts described in the proposed SPD exceeds this level.

At Level 5-4, biologists are responsible for investigating, analyzing, and evaluating problems and situations involving a wide variety of circumstances or unusual conditions; developing new or improved techniques, criteria, or alternatives to meet requirements involving specific refuge management problems, and issues, or agency activities; and upgrading current capabilities involving refuge management program and/or operations' activities; and/or assessing program effectiveness. The results at this level affect the effectiveness and acceptability of agency goals, programs, and activities; continued compliance with applicable legislation, regulation, and agency policy, and public interest; and/or diverse refuge management uses and conditions. The breadth of interactions, complexity of the natural resource program and impact of work efforts described in the proposed SPD clearly meet the criteria established for Level 4 in that the incumbent is responsible for identifying, analyzing and resolving a variety of complex not conventional refuge problems and environmental conditions involving the use of new criteria which maybe precedent setting. In addition the work affects the agency credibility with internal/external customers, and can impact numerous counties/states, and/or foreign countries.

At Level 5-5, biologists are performing work that isolates and defines critical conditions and problems within a program or part of a project; resolving critical problems of limited scope impacting natural resources that affect multiple stakeholders; determining the validity and soundness of theories, standards, and guides for improving resource uses or research activities; coordinating activities to meet economic needs while promoting sound resource conservation; and providing guidance and assistance to public and private organizations on procedures. Work results affect the development of major aspects of agency programs, long-range plans, and/or missions; the well-being of a large number of people on a short-term basis; major activities of private organizations; operations of other Government agencies; and/or the state-of-the-art in the area of functional responsibility. Although the work of this position may impact other counties, states and/or countries, it does not impact the development of major aspects of the FWS programs, long-range plans or mission. In addition, the work of this position does not usually involve state-of-the-art criteria/methodologies; therefore, the full intent for this Level assignment is not met.

This position meets Factor Level 5-4 which is assigned 225 points.

Factors 6 - Personal Contacts: Contacts are with management officials/employees of the Service/Department; Federal, state, and local agencies, elected and appointed officials; university and school officials; professional and technical subject matter specialists in the same or related disciplines; local and national level conservation and recreational use organizations and groups; Tribal representatives; contractors; local and regional media; volunteers; and the general public.

Contacts at Level 6-2 are primarily within the employing agency but may extend out in moderate structured settings. The level of contacts for the proposed SPD exceeds this level.

Contacts at Level 6-3 are with individuals or groups representing high levels of organizations -internal and external to the Federal Government. Typical contacts are with contractors, legal professionals, management officials or senior technical staff of corporations, other Federal agencies, academia, or professional organizations. The diversity of contacts for the proposed PD meets this level.

Contacts at Level 6-4 are with high-ranking officials from outside the employing department or agency at national or international levels in highly unstructured settings. Some typical contacts expected at this level include leaders of national stakeholder and/or interest groups; presidents of large national or international firms; national news media; representatives of community action committees; State governors, mayors of large cities, or tribal leaders; Members of Congress; and

Presidential advisors and cabinet-level appointees of major departments and agencies. The level of contacts described in the SPD does not fully meet this Level's criteria.

Level 6-3 is assigned. Factor 6 will be combined with Factor 7 for point assignment.

7 – Purpose of Contacts: The purpose of making contacts is to promote the Service and programs pertinent to the Refuge/WMD; exchange information and ideas; discuss and resolve complicated problems and conflicts; build consensus; develop and negotiate cooperative agreements; and influence and persuade persons or groups to gain acceptance of practices/policies.

Contacts at Level 7-B are primarily for exchange of basic information in the planning, coordinating, or advising on work efforts, or to resolve issues or operating problems. If any influencing or persuading needs to occur, it is with cooperative individuals who are working toward mutual goals and have cooperative attitudes. Because contacts the incumbent of the proposed SPD may encounter may be uncooperative or the incumbent will need to use negotiation skills, this level is exceeded.

Contacts at Level 7-C begin to see interactions involved with influencing and persuading persons or groups who may be skeptical or uncooperative, and with competing interests/agendas. Many interactions will involve the use of stronger communications skills/tactics such as persuasion or negotiation, or establishing rapport to gain information. What the incumbent seeks is arriving at a desired effect, such as gaining compliance with established policies or acceptance of established methods. The interactions described in the proposed SPD meet the criteria for assignment of Level C.

Contacts at Level 7-D involve interactions of justifying, defending, negotiating, or settling matters involving significant or controversial issues and/or programs – agency-wide. Work at this level usually involves active participation in conferences, meetings, hearings, or presentations involving problems or issues of considerable consequence or importance. Persons contacted typically have diverse viewpoints, goals, or objectives. Communications skills/tactics involved include persuading, compromising, or developing suitable alternatives. This is the level of interaction expected of individuals who stand before Congress to support the Program, have the delegated authority to negotiate legal matters with far reaching effects. Although the incumbent of the proposed SPD will be involved in these kinds of interactions – they do not support the intent of this Level.

Level 7-C is assigned.

Overall, the Factor Level assigned for Factors 6/7 is 3-C which is assigned 180 points.

Factor 8 – Physical Demands: This position requires a good amount of time spent outdoors when engaged in field work which involves walking for long periods, crouching, stooping and possibly climbing/crawling. The incumbent may be exposed to inclement weather, wild animals, poisonous plants and insects/snakes. The incumbent may be required to lift and carry objects weighing up to 50 pounds, and carry a firearm.

Under Level 8-1, work is sedentary and requires the physical exertion that is considered routine. With a requirement to work outdoors, the physical demands of the proposed SPD exceed this level's criteria.

Under Level 8-2, the work requires long periods of standing; walking or riding horses over rough terrain; recurring bending, crouching, stooping, reaching, or similar activities. Work may also include frequent lifting of moderately heavy items, such as equipment and samples that weigh less than 23 kilograms or approximately 50 pounds. The physical demands of the proposed SPD meets this level's criteria.

Under Level 8-3, performance of work requires considerable and strenuous physical exertion and exposure to extreme conditions, such as: frequent crouching or crawling over rough, uneven, or rocky terrain; lifting heavy objects that weigh over 23 kilograms or approximately 50 pounds; and hostile wildlife, or chemical, biological, or physical hazards for which protective precautions are required or mandated by law. Although exertion is expected in the performance of his/her duties, there is no anticipation that this level of exertion will be expected in the performance of duties/responsibilities; therefore, this level is not met.

This position meets Factor Level 8-2, which is assigned 20 points.

Factor 9 - Work Environment: The work is performed both in an office and outdoors. The incumbent may be subject to large numbers of biting insects, poisonous plants, and may be required to work in close proximity to large animals. He/she may need to carry a firearm for personal protection from wildlife. Frequent travel by various means of surface and air transportation is required to attend meetings and to conduct field work. The incumbent is expected to conduct duties in a safe and orderly manner so as not to endanger self, fellow workers, or property.

Under Level 9-1, work is performed in a typical office setting that is well ventilated, temperature controlled, with adequate lighting. Because the incumbent of the proposed SPD is required to work outdoors at a Refuge/WMD, this level's criteria is exceeded.

Under Level 9-2, work involves exposure to moderate risks and discomforts, such as those due to adverse weather conditions, travel in safety approved small air and water craft and off-road vehicles; irritating chemicals; noxious fumes; flammable liquids; hostile wildlife; and poisonous insects, plants, or snakes; Work requires special safety precautions and/or protective clothing and equipment. The work environment described in the proposed SPD meets this level's criteria.

Under Level 9-3, work involves high risk of exposure or damage due to: extreme weather conditions; working at great heights in remote locations; hazardous chemicals; wildland fires; serious confrontations with armed hunters; or working with lethal viruses. Although there is risk involved in the performance of this position, with the possibility of carrying a firearm for protection, there is no anticipation that this level of exertion will be expected in the performance of duties/responsibilities; therefore, this level is not met.

This position meets Factor Level 9-2 which is assigned 20 points.

Point Summary: The following is a break down by Factor Levels assigned and corresponding points.

<u>Factor</u>	<u>Level</u>	<u>Points</u>
1. Knowledge Required by the Position	1-7	1250
2. Supervisory Controls	2-4	450
3. Guidelines	3-4	450
4. Complexity	4-4	225
5. Scope and Effect	5-4	225
6/7. Personal Contacts/ Purpose of Contacts	3-C	180
8. Physical Demands	8-2	20
9. Work Environment	9-2	<u>20</u>
TOTAL POINTS:		2820

A total of 2820 points is assigned and falls within the GS-12 range (2755 – 3150) in accordance with the point to grade conversion charts in the GS-0400P standard. Based on the assigned factor levels and points, this position is evaluated at the GS-12 level.

Final Classification (Title/Series/Grade): Refuge Wildlife Manager, GS-0485-12

FLSA Determination: Exempt (learned professional/exercises discretion and independent judgment)
 Financial Disclosure: Required
 Risk Designation: Moderate/Minimum-Background Investigation (MBI)
 Drug Testing: No

Cecilia E. King
 HR Specialist (Class/Comp)
 DHC, Branch of Human Resources
 March 31, 2009

Position Designation of National Security and Public Trust Positions

Position Designation Record

Agency **US Fish and Wildlife Service**
 Position Title **Wildlife Refuge Manager**
 Series and Grade/Pay Band **0485-12**
 Position Description Number **S000356**

Duties	Degree of Potential for Compromise or Damage
Public safety and health regulation, enforcement, and protection	Moderate impact Ability, alone or with others, to compromise the health, or safety of the American public to a moderate degree

Adjustment for program designation and level of supervision	
Adjustment for Scope of Program and Correlation to Extent of Impact (see definitions)	Agency impact
Adjustment for level of supervision or other controls	Limited or no supervision - ability to act independently in almost all areas almost all of the time

Designation Level	Suitability	
	Investigation Required	Form Required
Tier 2	MBI	SF 85P

Total Points Designation	
Total Initial Position Designation Points from Step 2	10
Adjusted Position Designation Points from Step 3	30

Designator Notes/Justification/Comments
May carry government handgun in the conduction of duties for protection.

Signature: 11 Original Signed 11 Date: 7/15/2009
 Name: Cecilia King, HR Spec (Class/Comp)