



U.S Fish and Wildlife Service Directorate Resource Assistant Fellows Program

Southwest, Region 2 6 Fellowship Positions Available

*The U.S. Fish and Wildlife Service (USFWS), Southwest Region 2 in partnership with the Student Conservation Association is offering six fellowship opportunities across Oklahoma, Texas, New Mexico, and Arizona. Applications will be accepted from college undergraduate and graduate students only. The Directorate Resource Assistant Fellows Program (DFP) is an 11-week summer fellowship designed to provide students and opportunity to work on projects that focus on conservation, wildlife biology and related fields of study. The fellowships are an 11-week program, and the 2015 DFP will begin late **May or early/mid June**.*

USFWS will pay the travel costs for DFP participants to travel to the duty station of their assigned project and return to home/school, and free lodging will be available at some USFWS duty stations. These fellowships may include field specific training in addition to a week of leadership training at the National Conservation Training Center in Shepherdstown, West Virginia.

As a DFP participant, you will have an opportunity to apply classroom theories, principles and concepts to real-world situation, network and develop relationships with USFWS program officials and staff.

Upon successful completion of your DFP fellowship and your degree requirements, you may be appointed into a permanent position with USFWS. You must meet the eligibility requirements and the education and/or experience qualifications for the permanent position.

DFP Program Eligibility:

- Must be a U.S. Citizen or legal resident
- Must have a cumulative GPA of 3.0 or higher on a scale of 4.0
- Current students enrolled in or accepted for enrollment in an undergraduate or graduate degree programs at an accredited college or university recognized by the Department of Education. **In May or June 2015, your status as a student must fall into one of the following qualifying education levels:**
 1. An undergraduate student who has completed the junior year (e.g. Rising Senior or Senior) and is expecting to complete degree requirements after the summer of 2015
 2. A recently accepted and enrolled graduate student, or
 3. A graduate student who has completed at least his or her first year of graduate school.

Undergraduate and graduate students, who will complete their degree requirements prior to the summer of 2015, are ineligible for USFWS, 2015 DFP Fellowships.

DEADLINE FOR RECEIPT FOR APPLICATIONS: Applications will be accepted from undergraduate and graduate students beginning **March 2, 2015** through **March 16, 2015**. A complete application package, resume and unofficial transcript, and optional letters and forms must be received **March 16, 2016**. Incomplete application packages will not receive consideration.



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Southwest, Region 2

REQUIRED DOCUMENTS/INFORMATION TO BE INCLUDED IN YOUR APPLICATION PACKAGE:

- A resume that includes the following information:
 - ✓ Anticipated graduation date
 - ✓ City, State and Zip Code of where you live.
 - ✓ Contact Information (e.g. mobile, home and/or work numbers)
 - ✓ Email Address
 - ✓ College and/or Universities attended (include city, state and zip code)
 - ✓ List all employment, internships and volunteer jobs you've held over the past 5 years
 - ✓ List any awards, scholarships or special recognition.
 - ✓ List any special skills relevant to the Fellowship

You must indicate on your resume the number for the project associated with the fellowship for which you are applying for consideration. This can be found in the project description section of this announcement. Please annotate it on the top left side of your resume below your name and phone number.

- A copy of your most recent unofficial transcript from your college/university that include your college/university name, cumulative GPA, total credits, and degree major. Also, you must submit your transcript for your undergraduate degree if you were recently accepted for enrollment in a graduate program.
- Proof of current enrollment at an accredited academic institution must be submitted. Proof may be submitted after the application deadline date but no later than **March 24, 2015**.
- Cover letters and letters of recommendations are optional.

INSTRUCTIONS ON HOW TO APPLY:

- All applications must be received by **March 16, 2015**. Applications submitted electronically or by fax must be received by 11:59 p.m. mountain time on **March 16, 2015**. If you submit your application via email, you must include the project number for the fellowship in the subject of your email.
- You must submit a separate and complete application package for each fellowship for which you wish to receive consideration.
- Applications may be submitted electronically to: **fwr2@fws.gov** or hardcopy mailed to; (Physical Address) Anthony Long, 500 Gold Ave. SW, Albuquerque, NM or (Mailing Address) Anthony Long, USFWS HR, P.O. Box 1306, Albuquerque, NM 87103-1306 or faxed to (505) 248-6856 ATTN: Directorate Resource Assistant Fellows Program- Anthony Long.



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DO NOT INCLUDE ANY PRIVACY DATA ON YOUR APPLICATION FOR DFP:

Do not include your social security number (SSN), date of birth (DOB), your street address or any other personal identification information on your resume. Redact any personal privacy information (e.g. SSN, DOB and home address) from your unofficial transcript and enrollment verification.

SPECIAL CONDITIONS:

- Successful candidates will be subject to completion of a favorably adjudicated Federal Background Check initiated by USFWS.
- Must be available to work a full time schedule (40 hours per week) for 11 consecutive weeks beginning late May or early/mid June 2015.

BENEFITS:

- 2015 DFP participants will receive wages based on an hourly rate of \$13.50 - \$15.00.
- Successful 2015 DFP candidates may be eligible for a permanent job within the USFWS for which they meet all the qualifications and eligibility requirements.

ADDITIONAL DOCUMENT(S):

- **Demographic Information on Applicants – OMB No. 3046-0046:** Please help us assess our recruitment strategies by completing all the items on the attached form **OMB No. 3046-0046** or download it at: http://www.eeoc.gov/federal/upload/Applicant_Tracking_Form_2-19-2014-2.pdf. Data summarizing all applicants for a position will be used to determine if we are effectively reaching all segments of the populations, in conformance with the requirements of Federal equal opportunity law. Only summary data is reported, and only in a format that cannot be broken out by individual applicants. We treat your responses in a *highly* confidential manner. They are not released to the panel rating the applications, to the selecting official, to anyone else who can affect your application, or to the public.
- **DFP Application Checklist:** The attached checklist is to assist you with verifying that your application package includes all the required documents/information.



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CONTACT INFORMATION:

If you have questions about the application process, please contact the servicing Human Resources Office at Anthony Long (505) 259-6555 and reference the Directorate Fellows Program; if you have questions about the DFP Fellowships, please contact Sharon Fuller, sharon_fuller@fws.gov, (512) 490-0057 ext. 230. For a list of all USFWS 2015 DFP announcements, please visit: <http://www.fws.gov/humancapital/> or <http://www.fws.gov/workforwildlife/dfp.html>



U.S Fish and Wildlife Service
Directorate Resource Assistant Fellows Program

Southwest, Region 2

6 Fellowship Positions Available

Project Number: DFP15R2NWR01

Location: Sequoyah NWR, Vian, Oklahoma

Housing: USFWS housing will be provided

Project Description: Sequoyah National Wildlife Refuge has maintained a Monitoring Avian Productivity and Survivorship (MAPS) songbird banding station since the mid-1990s. The fellow will analyze and interpret the MAPS 20 year bird banding data-set, and will draft and finalize a technical report. The document will identify conservation and management actions that will improve habitat conditions for the study's representative species, including Kentucky Warblers, Prothonotary Warblers, Painted Buntings, Yellow-billed Cuckoo, and Bell's Vireos. All data from the banding station will be used to help the refuge identify conservation and management actions that will help to meet desired landscape and species endpoints.

Minimum Qualifications and Major Required: Graduate Student- Wildlife Biology, Ecology, Fish and Wildlife Management, Environmental Conservation, or Zoology.

Desired Skills/Experience: 1) Ability to analyze and interpret data; 2) Ability to work independently or with a group; 3) Strong technical writing and communication skills; 4) Ability to communicate and work with diverse groups of people; and 5) Strong work ethic and motivation.

Key Requirements: None



U.S Fish and Wildlife Service Directorate Resource Assistant Fellows Program

Southwest, Region 2

Project Number: DFP15R2HAT01

Location: Mora NFH, Mora, New Mexico

Housing: USFWS housing available

Project Description: The Mora National Fish Hatchery serves as the sole captive refugia and propagation site for the recovery of threatened Gila trout (*Oncorhynchus gilae*), endemic to mountain streams in New Mexico and Arizona. The Fellow will examine the fitness of Gila trout reared in re-circulating aquaculture tanks. Salmonids reared in rapidly flowing environments more closely match wild fish and have higher survival rates post-stocking.

Minimum Education Level and Major Required: Undergraduate – Fisheries Biology, Aquaculture.

Desired Skills/Experience: An understanding of scientific writing methods and study design is desirable. Scientific writing and presentation skills are also desirable.

Key Requirements: None



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Project Number: DFP15R2NWR02

Location: Sevilleta NWR, Socorro, New Mexico

Housing: USFWS housing available

Project Description: Endangered Gunnison's prairie dogs were reintroduced to Sevilleta National Wildlife Refuge starting in 2005. The Fellow will help determine best strategies for reintroduction of prairie dogs on the refuge for future management and will work in conjunction with Service partners including the New Mexico Department of Game and Fish and the University of New Mexico. The Fellow will develop and implement two new reintroduction strategies over a number of experimental treatment plots in order identify the best methods. Based on their results, the Fellow will create a management protocol for reintroducing prairie dogs. Prairie dogs (*Cynomys* spp.) are considered to be ecosystem engineers and keystone species of the central grasslands of North America. Prairie dog populations have declined by an estimated 98% throughout their historic range due to eradication programs and grassland habitat loss.

Minimum Education Level and Major Required: Undergraduate – Natural Resources Management, Wildlife Science/Management

Desired Skills/Experience: No specific coursework is required, but coursework or experience that includes mammalogy, wildlife field techniques, animal handling, and basic statistics is preferred.



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Project Number: DFP15R2HAT02

Location: Uvalde NFH, Uvalde, Texas

Housing: USFWS housing available

Project Description: The objectives of this project will be to measure fecundity of the Comanche Springs pupfish (a Texas and federal endangered species) at Uvalde National Fish Hatchery and to develop efficient pairwise mating procedures. Very little life history information currently exists in the literature for Comanche Springs pupfish. The Fellow will help develop a reliable sex identification protocol, and enumerate incubation times at various temperature ranges, hatching rates, and larval fish and fry survival rates.

Minimum Education Level and Major: Undergraduate – Biological Science or Biological Statistics

Desired Skills/Experience: Nothing specifically is required, but basic plumbing and mechanical skills would be a plus. Additionally, embryology and an entry level aquaculture class would be beneficial.

Key Requirements: None



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Project Number: DFP15R2NWR03

Location: Muleshoe NWR, Muleshoe, Texas

Housing: USFWS housing available

Project Description: The Fellow study will compare historic changes in the High Plains landscape with range and occupancy data of the threatened lesser prairie chicken, a species vulnerable to habitat changes due to agriculture, energy development and climate change. The Fellow will compile historic and current imagery (satellite and aerial photographs) to show the change in the Southern High Plains landscape over the last 50 years. These changes include agriculture, increased road density, and woody shrub encroachment. The Fellow will create a timeline of these changes and compare it to historic and recent lesser prairie-chicken range data within the study area. The Fellow will identify major changes in the landscape that may help explain why the prairie chicken population has experienced such dramatic range-wide declines and strategically focus conservation efforts on the most suitable prairie-chicken habitat.

Minimum Education Level and Major Required: Undergraduate - Biology, Forestry, Zoology, or Ecology.

Desired Skills/Experience: The fellow must possess a strong knowledge and skill with statistics, remote sensing and GIS. Knowledge of the short-grass prairie ecosystems of the southern Great Plains would be beneficial.

Key Requirements: None



U.S Fish and Wildlife Service Directorate Resource Assistant Fellows Program

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Project Number: DFP15R2NWR04

Location: San Bernardino NWR, Douglas, Arizona

Housing: USFWS housing available

Project Description: San Bernardino National Wildlife Refuge (NWR) and Leslie Canyon NWR are engaged in the second half of a two-year Cooperative Conservation Initiative project to expand landscape scale watershed restoration and recovery of multiple threatened and endangered species in Southeastern Arizona, including a variety of vertebrate, invertebrate and plant species. The Fellow will be involved in monitoring the success of upland and wetland habitat restoration projects, and will measure the success of species reintroduction efforts. The Fellow will also help provide valuable communication, project development, and project coordination with project collaborators.

Minimum Education Level and Major Required: Undergraduate – Environmental Planning, Sustainability, or Facilities Management

Desired Skills/Experience: Knowledge of Sustainability practices. Experience with documenting and handling sensitive information or written materials. Basic civil engineering skills involving design and construction. Experience with water use in a desert environment. Experience with facility management. Experience with geo-referencing, spatial analysis, and data manipulation. Experience with Microsoft Word, Microsoft Excel, Final Cut Pro, Technical writing, PowerPoint. Skill in oral and written communication, dealing with diverse personalities and disciplines. Ability to operate a 4x4 pickup truck. Knowledge of basic wildlife inventory techniques.

Key Requirements: None

Application Checklist for USFWS 2015 DFP

Application packages must be sent by March 16, 2015, to the unique point of contact in the respective Headquarters or Regional Office listed on each DFP announcement and, if applicable, in the subject line of your submission email.

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1.	Does your resume include all of the information requested on the DFP announcement?	
2.	Have you redacted all personal privacy information (e.g. SSN, DOB and street number and name of home address, etc.) from your resume and all documents you are submitting?	
3.	Have you prepared a separate application package for each DFP fellowship/announcement for which you would like to be considered and noted how you should apply for each fellowship and/or DFP announcement?	
4.	Have you indicated the DFP Fellowship number at the top of each of your resumes/application packages if you are applying for more than one DFP Fellowship?	
5.	Have you included a copy of your most recent unofficial transcript from your college/university that is legible and includes your college/university name, cumulative GPA, total credits, and degree major, to each of your resumes and/or a transcript for your undergraduate degree (if applicable), or a copy of your acceptance enrollment letter.	
6.	Did you note that successful candidates will be required to submit proof of current enrollment at an accredited academic institution by no later than March 24, 2015?	
7.	Will you be available to complete the 11 consecutive weeks DFP Fellowship during the summer of 2015, which will begin late May or early/mid June?	
8.	Will you meet the student status eligibility for the 2015 DFP Fellowship for which you would like to be considered?	
9.	Did you include the Demographic Information on Applicants Form – OMB No. 3046-0046? The form can be downloaded at: http://www.eeoc.gov/federal/upload/Applicant_Tracking_Form_2-19-2014-2.pdf .	