



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

Midwest, Region 3 12 Fellowship Positions Available

*The U.S. Fish and Wildlife Service (USFWS) Midwest, Region 3, in partnership with the Student Conservation Association is offering twelve fellowships opportunities across Minnesota, Wisconsin, Michigan, Missouri, and Illinois. 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,



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resume and unofficial transcript, and optional letters and forms must be received by **March 16, 2015**. Incomplete application packages will not receive consideration.

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. **CTS** 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: **fwr3@fws.gov** or hardcopy mailed to; **Fish and Wildlife Service, Human Resources Office, 5600 American Blvd. West Suite 990 Bloomington, MN**



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55437 or faxed to 612-713-5281 ATTN: Directorate Resource Assistant Fellowship Program: **Michael Townley**.

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 be paid wages based on an hourly rate of \$14.47 - \$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: **Michael Townley** at **612-713-5248** and reference the Directorate Fellows Program. If you have questions about the DFP Fellowships, please contact the Recruiter **Amanda Wise**, **Amanda_Wise@fws.gov**, **612-713-5271**. 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 Fellowship Program

Midwest, Region 3 12 Fellowship Positions Available

Project Number: DFP15R3ECO01

Duty Location: East Lansing, Michigan

Housing: Available: 4 weeks of housing provided

Project Description: The endangered Kirtland's warbler (*Dendroica kirtlandii*) population has made a remarkable rebound in the last 25 years, from a status of near extinction to levels well beyond recovery goals. The intensity of cowbird trapping that is currently implemented, however, is based on guidelines that were developed to protect a critically endangered population and is no longer in sync with current Kirtland's warbler recovery priorities. The Fellow will prepare a report describing possible modifications to the current cowbird control program and options to test the efficacy of modified trapping regimes (e.g., spatial or seasonal modifications, survey methods, and study design options). The Fellow will then work in cooperation with FWS staff to design a field experiment for evaluating modified trapping regimes for maximum trap effectiveness in Northern Lower Michigan.

Minimum Education Level and Major Required: Graduate Student who has completed their first year of graduate school/ Ecology, Wildlife Management, Conservation Biology, or another closely related field.

Desired Skills: Knowledge of the theory and practice of wildlife management. Knowledge of the theory and practice of wildlife ecology and population biology. Knowledge of or experience with experimental design, data analysis, and statistics.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3WMD01

Duty Location: Litchfield, Minnesota

Housing: USFWS housing is unavailable

Project Description: The Fellow will collect, process, and map new bathymetry data on Waterfowl Production Area (WPA) wetlands within Minnesota's Bonanza Valley Groundwater Management Area currently being monitored by the FWS and Minnesota Department of Natural Resources to assess the impacts of irrigation pumping on wetland water levels. They will generate wetland water depth, distribution and volume information and merge LiDAR and bathymetric data layers to create a comprehensive elevation data layer for each WPA. The Fellow will assess wetland vs. ground water level changes overtime, document habitat vulnerabilities associated with wetland drainage, and assess WPA vulnerability to groundwater pumping.

Minimum Education Level and Major Required: Undergraduate Rising Senior/ Biological Science, Hydrology, Wetland Ecology, Wildlife Management, or another closely related field.

Desired Skills: Knowledge of the theory and practice of hydrologic processes. Knowledge of the theory and practice of wetland ecology and management. Knowledge or experience with ArcGIS, Arc Hydro tools, LiDAR, GPS, and remote sensing techniques and data.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3NWR02

Duty Location: Forest City, Missouri

Housing: USFWS housing is available

Project Description: The Fellow will work with the staff of Squaw Creek National Wildlife Refuge to develop a draft Habitat Management Plan for the Missouri River floodplain refuge established for migratory birds. The Fellow will prepare meeting materials, research pertinent literature, elicit staff and Service partner organization expectations, resolve conflicting management objectives, and draft planning goals, objectives and management strategies for all refuge units and for specific natural resources and natural processes within the refuge.

Minimum Education Level and Major Required: Enrolled Graduate Student (recently accepted into graduate school)/ Wetland Ecology, Wildlife Management, Biological Science, or another closely related field.

Desired Skills: Experience with meeting facilitation, group dynamics, consensus-building, and objective-setting. Knowledge of Decision Analysis tools and techniques. Knowledge of theories and practices of ecological restoration. Knowledge or experience with wildlife habitat management, spatial data analysis and landscape ecology.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3NWR03

Duty Location: Bloomington, Minnesota

Housing: USFWS housing is available

Project Description: Minnesota Valley National Wildlife Refuge and Wetland Management District, located within the Minneapolis-St. Paul metropolitan area, was selected as one of the 10 FWS pilot sites to develop an Urban Wildlife Refuge Initiative (UWRI) program. While actively participating in refuge management and operations, the Fellow will weave the major refuge goals and activities into the UWRI program vision and goals, ultimately creating relevant messages and engagement opportunities for urban audiences. The Fellow will prepare a report for each of the refuge's major program areas that outline the program's principle goals and activities, and crosswalks them into the UWRI program goals. They will also prepare a summary report and poster that weaves potential UWRI messaging about the FWS, its mission, its major programs, opportunities for citizen engagement, and ecological and socio-economic connections to local urban citizens into the UWRI program and its goals.

Minimum Education Level and Major Required: Enrolled Graduate Student (recently accepted into graduate school)/ Conservation Biology, Park and Recreation Management, Natural Resource Management, Public Administration, or another closely related field.

Desired Skills: The Fellow needs to have a well developed writing, listening, organizational, and creative thinking skills. Experience working with the general public in an outdoor recreation setting is desired.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3NWR01

Duty Location: Puxico, Missouri

Housing: USFWS housing is available

Project Description: The Fellow will conduct a forest inventory and forest community analysis on Mingo National Wildlife Refuge as part of a multi-year effort to determine forest stand health. The Fellow will document community composition and structure of wet-mesic and wet bottomland forest using established protocols developed by the U.S. Army Corps of Engineers for riverine forests. The data collected will be incorporated into a related research project identifying summer habitat of the federally endangered Indiana bat (*Myotis sodalis*) and three other bat species of special concern within the Ozark Region.

Minimum Education Level and Major: Undergraduate Rising Senior /Wildlife Management, Forestry, or another closely related field.

Desired Skills: Knowledge of forest tree species. Knowledge or willingness to learn how to use a compass, GPS unit, and/or Trimble mapping unit. Completed introduction course in forest ecology/dendrology.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3ECO02

Duty Location: East Lansing, Michigan

Housing: USFWS housing is unavailable

Project Description: The Fellow will use geospatial information and statistical modeling to identify the current and predicted future value of Great Lakes coastal wetlands for a priority fish or wildlife species. The analysis will be incorporated into larger landscape conservation design meant to inform conservation investments of multiple partner organizations and agencies. The Fellow will develop a written and technical report including analysis methods, results, and conclusions and present their findings to the Upper Midwest and Great Lakes Landscape Conservation Cooperative-Coastal Conservation work group.

Minimum Education Level and Major Required: Enrolled Graduate Student (recently accepted into graduate school)/Wildlife Management, Conservation Biology, Landscape Ecology, or another closely related field.

Desired Skills/Experience: Working understanding of spatial analysis techniques using GIS. Familiarity with statistics software (e.g., R) and techniques used to develop predictive models.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3ECO4

Duty Location: Moline, Illinois

Housing: USFWS housing available

Project Description: Landscape Conservation Designs are a partnership-driven process that produces a suite of management strategies for achieving desired wildlife habitat and population conditions on a landscape scale. The Fellow will assess current and anticipated future biological and socioeconomic conditions in the Illinois River National Fish and Wildlife Refuge landscape and develop a spatially explicit depiction of desired future conditions, both at the scale of the partner-defined landscape, and at the refuge complex scale. The Fellow will provide scale-appropriate management recommendations in a refuge land protection plan for achieving those conditions on the Illinois River Refuge complex.

Minimum Education Level and Major Required: Enrolled Graduate Student (recently accepted into graduate school)/Wildlife Management, Landscape Ecology, Wetland ecology, or another closely related field.

Desired Skills/Experience: Experience with meeting facilitation, group dynamics, consensus-building, and objective-setting. Knowledge of theories and practices of ecological restoration. Knowledge or experience with spatial data analysis and landscape.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3ECO5

Duty Location: New Franken, Wisconsin

Housing: USFWS housing is unavailable

Project Description: Excessive sediment and phosphorous loading in the Lower Fox River/Green Bay contributes to algae blooms, degraded habitat for fish and wildlife, unsafe drinking water, and decreased recreational opportunities. The Fellow will complete a suite of water quality and vegetative monitoring protocols at up to six habitat restoration sites in the watershed. Site selection will center on projects that have been implemented through Service programs and/or partnerships within the watershed. The Fellow will present their findings and management recommendations in a written technical report and at a meeting of the Green Bay Habitat & Biota committee.

Minimum Education Level and Major Required: Undergraduate Rising Senior - Zoology, Wildlife Management, Conservation Biology, Landscape Ecology, or another closely related field.

Desired Skills: Knowledge of theories and practices of ecological restoration. Experience with experimental design, data analysis, and statistics. Ability to communicate with land owners, conservation partners, state and other federal resource agencies, and academia.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3ESO03

Duty Location: New Franken, Wisconsin

Housing: USFWS housing is unavailable

Project Description: The Fellow will characterize the taxonomic composition of larval fish (Ichthyoplankton) present in Lower Green Bay from early to mid-summer 2015 and compare it to results from 2014. The Fellow will investigate the existing spatial and temporal structure in the larval fish community and analyze the influence of environmental variables on the larval fish assemblage from both 2014 and 2015 data. Larval fish surveys are being conducted in Green Bay and Lake Michigan as a monitoring tool to detect the presence of invasive species and for locating potential remnant populations of native fishes.

Minimum Education Level and Major Required: Graduate Student who has completed their first year of graduate school/ Fisheries Biology/ Aquatic Science or closely related coursework.

Desired Skills: Experience in ichthyoplankton sampling, study design, larval fish identification, and larval fish ecology.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3FAC01

Duty Location: Onalaska, Wisconsin

Housing: USFWS housing is unavailable

Project Description: Lake Sturgeon (*Acipenser fulvescens*) is a Great Lakes and Upper Mississippi River species of concern with contemporary population sizes less than 1% of historic populations in the Great Lakes. Thousands of juvenile fish have been stocked into Legend Lake since 1993 and considerable effort has gone into marking all stocked fish with identification tags and fish populations in the lake are assessed annually with traditional gear. However, no assessment of the genetic diversity in the lake has been conducted.

The Fellow will use specimens collected for several years to investigate genetic diversity with 8-10 highly polymorphic microsatellite loci which can be used to determine relatedness of the fish stocked in Legend Lake. This information would enhance understanding of the re-introduced population in Legend Lake and will provide information that could be used to guide future stocking efforts that will result in a more robust and self-sustaining population regarding genetic diversity.

Minimum Education Level and Major Required: Graduate Student who has completed their first year of graduate school /Biology, Ecology, Conservation Biology, Genetics, or another closely related field.

Desired Skills/Experience: Experience extracting DNA from animal or plant tissues. Coursework in conservation biology with at least a segment on conservation genetics. Research experience in a genetics lab.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3FAC03

Duty Location: Bloomington, Minnesota

Housing: USFWS housing is unavailable

Project Description: Minimizing risk of establishment, spread, and impacts of nonnative species helps protect the biosecurity of the U.S. which is critical to the conservation of fish, wildlife, and plants and their habitats. The Fellow will complete 15 ecological risk screening summaries (i.e., rapid risk assessments) and Bayesian network risk assessments for non-native fish species. The Fellow will be trained to use those quantitative tools, developed by a Service biologist, to rapidly assess the risk of introductions of non-native aquatic species.

Minimum Education Level/Major: Enrolled Graduate Student (recently accepted into graduate school)/ Aquatic Biology, Aquatic Ecology, Fish Biology, or closely related coursework.

Desired Skills/Experience: A strong mathematics, statistics, and/or modeling background will help the incumbent succeed. Coursework in risk assessment will be valuable background for the training provided by the Supervisor.

Key Requirements: None



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

Midwest, Region 3

Project Number: DFP15R3HAT01

Location: Genoa, Wisconsin

Housing: USFWS housing is unavailable

Project Description: The Fellow will determine the effects of seasonal temperature and daily cyclic feed availability in hatchery and riverine rearing systems to quantify and optimize survival of juvenile mussels for endangered species restoration and recovery. The Fellow will determine available food rates in the different culture systems by using a particle analyzer to numerate available feed rates and using a dissecting microscope to determine survival of juvenile mussels based on the variables of rearing unit temperature, water quality and food particle availability. They will also examine the impact of different temperature regimes on various mussel species, which may indicate species sensitivities to climate change. The Fellow will use multivariate statistical analysis to determine the relationship of all these variables to juvenile freshwater mussel survival.

Minimum Education Level and Major Required: Graduate Student who has completed their first year of graduate school/Fisheries Science/ Aquatic Science or closely related coursework.

Desired Skills/Experience: A working knowledge of statistical techniques. Proficiency in scientific methodology. Proficiency in the use of microscopes and multisizer/particle counters.

Key Requirements: None



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

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.	✓
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 .	