## FSShield#2OUTREACH NOTICE

FOREST SERVICE

Washington Office

     Public Affairs Specialist (Sustainability Information Specialist) GS-1035-11/12/13

Office of the Associate Chief

Washington, DC

**Please respond by August 31st, 2015**

The Washington Office Headquarters Office (WO) is advertising a new and innovative permanent full-time position to serve as a Sustainability Information Specialist in the Office of Sustainability and Climate Change (OSCC). The OSCC is within the Office of the Chief of the USDA Forest Service. The incumbent performs a wide variety of activities in planning and implementing a comprehensive communications and education program, support integration and program delivery of sustainability and climate change programs throughout the agency. The varied work includes projects, issues, studies and problems in support of a resilient organizational, infrastructure, and natural resource response to the current and future impacts of climate change. This work is significantly important to the Agency, affecting broad functional areas and multiple organizational levels of the Forest Service.

This position is virtual, located at a Forest Service office. Final duty locations, grade, and hiring authorities will be determined based on outreach responses from qualified candidates. Further information is available upon request.

##### **Major Duties**

Major duties include, but are not limited to:

* Serves as a subject matter expert on communications and education programs related to sustainability, sustainable operations, and climate change;
* Plans, directs, and implements a comprehensive communications and education program to address complex, emerging issues for the agency’s response to sustainability and climate change;
* Serves as an agent for change management and assists in maintaining awareness of sustainability and climate change with respect to achieving the Forest Service mission;
* Serves as an information contact for agency-wide communications and for the public at large related to sustainability and climate change;
* Leads all forms of communications and education related to sustainability, sustainable operations, and climate change including messaging campaigns, publications, informational materials, websites, social media, and other relevant mediums. Identifies areas to be addressed, characteristics, needs of the target audience(s), and communication techniques most appropriate. Evaluates effectiveness and costs of various strategies and approaches. Incorporates fresh, creative, and innovative techniques;
* Leads a team of Forest Service employees focused on communications and education that inform Forest Service employees about sustainability and climate change, and provide guidance on implementation throughout the agency; and
* Monitors public participation related to issues of sustainability and climate change. Makes recommendations to management on new methods or procedures that will better involve and educate the public. Reviews information about agency-related topics published outside the agency and prepares summaries of the information for agency managers and staff as it related to sustainability and climate change.

##### **Desired Qualities**

The ideal candidate will be one who:

* Has influential interpersonal, verbal, and writing skills;
* Is regarded as an excellent, creative and innovative communicator and educator;
* Stays abreast of the most current and effective communication methods and techniques, and understands that unique and untraditional methods that may more effectively communicate the complex nature of climate change and sustainability issues in ways that resonate with employees, the public and other key audiences;
* Articulates clear outcomes and develops a plan to achieve those outcomes in a collaborative manner;
* Is able to connect consumption choices and behaviors with impacts to ecological integrity and sustainable landscapes;
* Thrives in a team and in a virtual environment;
* Is dynamic and an innovative change agent;
* Independently organizes, plans, and prioritizes work assignments;
* Adapts to frequently changing demands; and
* Solves problems and seeks solutions where minimal or no guidelines exist.

**Community Information:**  Position will be located at a Forest Service office, with teleworking opportunities. **Final locations will be determined based on outreach responses from qualified candidates.**

**To Respond:**

Please respond using the outreach database.

[https://fsoutreach.gdcii.com?id=B96EA366CFD848B89CF49BF91D28ECFD](https://fsoutreach.gdcii.com/?id=B96EA366CFD848B89CF49BF91D28ECFD)

In the remarks section of the outreach database include a short description detailing your experience with sustainability and climate change.

Send a resume to:

Anna Jones-Crabtree at [ajonescrabtree@fs.fed.us](mailto:ajonescrabtree@fs.fed.us)

For more Information please contact:

Anna Jones-Crabtree at ajonescrabtree@fs.fed.us or Bill Connelly at [wconnelly@fs.fed.us](mailto:wconnelly@fs.fed.us)