

Outreach Announcement

Visitor Services Information Assistant

GS-1001- 4

Summit Ranger District – Stanislaus National Forest



The Summit Ranger District of the Stanislaus National Forest is seeking to fill a GS-1001-4 Visitor Services Information Assistant position. This position is permanent seasonal, 13/13 (13 pay periods in pay status, 13 in non-pay status). The position is a summer job and runs May through October.

Duties of the position:

This position works at the front desk of the Summit Ranger District office. Provides customer service to internal and external customers. Performs routine front desk operational duties including opening and closing the office; updating weather and road condition reports; and maintaining informational boards. Personally greets visitors and independently replies, either verbally or in writing, to phone and mail inquiries requesting general information about Forest Service activities, programs, and policies.

Maintains an inventory system for maps, handouts, and other publications for public distribution. Serves as a Collection Officer for the sales of Forest Service and other interpretive association products.

Aids and assists in the preparation of informational material.

Participates in interpretive programs to public schools and other groups. Makes suggestions and provides information for educational presentations.

Possess good communication and organization skills; ability to accurately handle and account for money; and ability to work independently as well as with a team in a close working environment.

About the District

The Summit Ranger District Office is located in Pinecrest about 30 miles east of Sonora on Highway 108 at the intersection with Pinecrest Lake Road, at 5800' elevation. The nearest full service community to the Summit Ranger District is the city of Sonora, 30 miles west of Pinecrest on Highway 108. It serves as the county seat for

Tuolumne County (<http://www.tuolumnecounty.ca.gov/>). The Tuolumne County Chamber of Commerce website (<http://www.tcchamber.com/index.php>) is quite informative. Sonora contains a full complement of goods and services (Wal-Mart, Orchard Supply, Lowes, PetSmart, Safeway, etc.), one hospital, a junior college, an airport, public transportation, county fairgrounds, four theaters, a cinema, many restaurants and much more. A good source of community information can be found on the website maintained by the local newspaper (www.uniondemocrat.com or www.mymotherlode.com).

The Pinecrest area is a resort community that includes the Pinecrest within the US Forest Service administered Pinecrest Recreation Area, Strawberry and the subdivisions of Peter Pam, Cold Springs, Dymond's Strawberry Ridge and Leland Meadows. The year-round population of the area is approximately 450. It swells to around 7500 during the summer months with the influx of recreation users and forest visitors. On some peak holidays, over 10,000 visitors can be within the Pinecrest Recreation Area alone. The area has three restaurants, one café, two small grocery stores, two post offices, a small branch library and a mini-mart/gas station. Although there are no churches in the Pinecrest area, during the summer months an all denominational service is held every Sunday at the Pinecrest Amphitheater.

Housing

Housing opportunities in the Pinecrest area are limited. Some rental homes are available, but due to the recreational nature of the area, are mostly rented for weekends or short duration. Many rentals are available from 10 to 30 miles away from Pinecrest, in Sugar Pine, MiWuk Village, Twain Harte, Soulsbyville and Sonora. Good information on availability and cost can be obtained from local real estate and property management firms in the area. For more information, call Tuolumne County Realtors at (209) 532-3432 (<http://tcrealtors.org>).

Local community

The local elementary school (K-8) is located three miles west of Pinecrest. There are two public high schools serving this area, one in Sonora and one in Tuolumne. Bus service is provided for all the schools as well as some private schools in the area.

<http://www.greatschools.net/schools.page?city=Pinecrest&state=CA>

<http://www.greatschools.net/city/Sonora/CA>

<http://www.greatschools.net/city/Tuolumne/CA>

Sonora is a full service community with one hospital, shopping, recreational activities, theatres, dining. More information on the community may be found at: <http://www.tcchamber.com>

For additional information or to express interest in the position, please contact: Molly Fuller at (209) 965-3434 x 5317 or email mfuller01@fs.fed.us.

Individuals who are interested in this position are asked to complete and send the Outreach Reply Form to: mperez02@fs.fed.us by 8/29/14.

Pacific Southwest Region, USDA Forest Service
Stanislaus National Forest, Sonora, CA
Visitor Services Information Assistant, GS-1001-4
Summit Ranger District, Pinecrest, CA 95364

Mail: Michael Perez
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_____ Person with disabilities
 _____ Veterans Readjustment
 _____ Disabled Veterans with 30% compensable disability
 _____ Former Peace Corps Volunteer
 _____ Student Career Experience Program
 _____ Other

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Submission of this form is voluntary--Thank you for your interest in our vacancy!