



ELDORADO NATIONAL FOREST

Outreach

Forest Civil Rights Officer

GS-0260-09/11 PFT

Eldorado National Forest

Supervisor's Office

Location/Duty Station: Placerville, CA

The Eldorado National Forest is planning to fill a permanent, full-time Forest Civil Rights Officer located at the Supervisor's Office in Placerville, CA.

The purpose of this Outreach Notice is to determine the potential applicant pool for each of these positions and to establish the appropriate recruitment method, e.g. merit and demo announcements; use of special hiring authorities such as veteran hiring authorities and persons with disabilities authorities; and area of consideration for the advertisement.

Individuals stating interest in this position with the Outreach Response Form, found at the end of this notice, will be notified when the vacancy announcement is posted on USAJOBS. If interested, please return the Outreach Response Form by November 5th, 2014.

MAJOR DUTIES

Implements the region's civil rights, EEO, AEP or other outreach and recruitment goals, consults with and advises management in assigned organizations of routine civil rights and equal opportunity requirements, policies, procedures, and guidelines, when they are directly applicable to the situation, in areas such as responding to factual information requests regarding civil rights issues. Reviews civil rights activities to ensure efforts are directed in the appropriate areas, such as the civil rights problems of persons with disabilities, minorities, and women. Consults with Federal, State, and local agencies to secure routine information on the administration of their programs as they relate to civil rights and equal employment areas.

Provides direction, advice, and guidance to the unit's employees engaged in Title VI Program management, identifies special civil rights needs of the Forest and assists in developing, monitoring, and implementing corrective action plans. Assists managers in the resolution of informal and/or formal employment-related and Title VI complaints. Trains managers, supervisors, and employees to develop better understanding of equal employment opportunity in general, and sensitivity to employment barriers faced by women, minorities, persons with disabilities, and veterans. Prepares recurring equal employment and civil rights Forest reports in compliance with EEO Commission and agency direction. Coordinates outreach for vacant positions to attract a diverse pool of potential applicants. Provides EEO counseling on non-routine cases or issues and routine cases or issues for employees, and applicants for employment, who believe that they have been discriminated against. Explains EEO complaint procedures, including grounds for complaint and the complainant's rights.

For additional information about the duties of this position, please contact Laurence Crabtree, Forest Supervisor at (530) 621-5205 or lcrabtree@fs.fed.us.

ELDORADO NATIONAL FOREST

The Eldorado National Forest is recognized as a desirable place to work. Elevations range from 2000 ft. in the foothills to more than 10,000 along the Sierra Crest. A Mediterranean climate extends over most of the Forest, with warm, dry summers, and cold, wet winters. Average precipitation ranges from 40 to 70 inches, occurring primarily from October to April. There is significant snowfall above 3000 feet elevation.

The Forest and surrounding communities offer a wide variety of recreational activities. There are lakes, reservoirs, several cross-country and downhill ski areas, two unique wilderness areas (Desolation and Mokelumne), over 40 developed campgrounds, several resort areas, golf courses, and outstanding local wineries and fruit orchards. Opportunities abound for water skiing, white water sports (Class II to Class V), mountain biking, OHV travel, rock climbing, fishing, hunting and hiking. Local community theatres offer stage plays and a variety of musical entertainment. Although El Dorado County makes up the largest segment of the Forest, portions of Alpine, Amador and Placer counties lie within the Forest Boundary. In close proximity to the forest are the communities of South Lake Tahoe and Sacramento, which offer additional recreational and cultural activities including professional and semi-professional sports.

Rental houses and apartments generally range from \$850-\$1400 per month. Purchase prices for 2-3 bedroom homes range from \$180,000 to \$450,000+. Land and/or lots are available as well.

There are several elementary and high schools within El Dorado County. For more information on public schools in El Dorado County visit this website: <http://www.edcoe.k12.ca.us>. Community colleges in the area include Folsom Lake College (El Dorado Center in Placerville), Sierra College In Rocklin, American River College and Sacramento City College in Sacramento and Lake Tahoe Community College in South Lake Tahoe. Four-year colleges and universities include California State University-Sacramento and University of California at Davis.

Marshall Hospital, located in Placerville, is the closest well-equipped medical center. There are many local doctor and dentist offices in Placerville. There are several major hospitals in the Sacramento area including Kaiser Hospitals in Sacramento and Roseville.

For more community information check the following websites:
El Dorado County Chamber of Commerce <http://www.eldoradocounty.org>
City of Placerville <http://www.ci.placerville.ca.us>
Eldorado National Forest <http://www.fs.fed.us/r5/eldorado>

OPTIONAL -- OUTREACH RESPONSE FORM

Pacific Southwest Region, USDA Forest Service
Eldorado National Forest

GS-0260-09/11
Forest Civil Rights Officer
Supervisor's Officer
Location/Duty Station: Placerville, CA

If you are interested in position, please let us know by returning the reply form no later than **11/5/2014**. Send your notice to:

Laurence Crabtree, Forest Supervisor
Phone: (530) 621-5205
Email: lcrabtree@fs.fed.us

NAME: _____ E-MAIL ADDRESS _____

MAILING ADDRESS: _____

TELEPHONE NUMBER: _____

TYPE OF APPOINTMENT *IF* CURRENT GOVERNMENT EMPLOYEE:
____ PERMANENT ____ TEMPORARY ____ TERM
____ VRA ____ PWD ____ OTHER

CURRENT REGION/FOREST/DISTRICT (IF APPLICABLE): _____

CURRENT SERIES AND GRADE (IF APPLICABLE): _____

CURRENT POSITION TITLE: _____

How did you hear about this position? Organization Name _____
Agency Contact _____ Other _____

IF NOT A CURRENT PERMANENT (CAREER OR CAREER CONDITIONAL) EMPLOYEE, ARE YOU ELIGIBLE TO BE HIRED UNDER ANY OF THE FOLLOWING SPECIAL AUTHORITIES:

- _____ PERSON WITH DISABILITIES
- _____ VETERANS RECRUITMENT ACT
- _____ DISABLED VETERANS W/30% COMPENSABLE DISABILITY
- _____ VETERANS EMPLOYMENT OPPORTUNITIES ACT OF 1998
- _____ FORMER PEACE CORPS VOLUNTEER
- _____ PATHWAYS PROGRAM
- _____ OTHER _____