



**Title: Landscape Architect/Community Planner (1 opening)**

**Start/End Date:** January 8, 2018 – October 26, 2018 (anticipated)

**Salary:** \$17.50 per hour

**Term:** 42 weeks

**Reports To:** Bureau of Land Management, Outdoor Recreation Planner

**Location:** 301 Dinosaur Trail, Santa Fe, New Mexico, 87508

**Note:** For applicants who are not already in the local commuting area: Santa Fe is considered a moderate to high-cost market for housing and rentals.

**Status:** Recent Graduate or Current Master Student in the commuting area

For a current master student: 20 hours per week during two school semesters and 40 hours per week in the summer for a total 42 weeks. For a recent master graduate: 40 hours per week anticipated January 8-October 26<sup>th</sup>, 2018.

**Benefits:** Health Insurance available, federal holidays off, sick time accrual: 4 hours biweekly

**Application Due Dates:** Closes on December 14<sup>th</sup>, 2017. Interviews are anticipated to occur between December 19<sup>th</sup>- 21<sup>st</sup>.

**Position Summary:**

The Bureau of Land Management (BLM) and National Park Service (NPS) Rivers, Trails, and Conservation Assistance Program are seeking a motivated entry level professional that is a recent graduate or current graduate student in landscape architecture or; urban/regional/community planning to work with community groups, non-profit organizations, cities, counties, tribes, and public land managers to plan and design trails, improve access to natural areas, and create recreation opportunities through locally led partnerships. The position provides an opportunity and exposure to community outdoor recreation and conservation planning projects with a wide spectrum of partners in New Mexico and possibly in the Texas panhandle. The position will focus on skill development associated with working with professional community and outdoor recreation planners from the BLM and NPS. The incumbent will work on local-level collaborative design and planning projects including public engagement strategies in urban and rural communities which are located near public lands. The incumbent hired will support projects in the following ways:

**Planning and Design Work**

Assist the NPS Rivers, Trails and Conservation Assistance Program and the BLM with the collection and organization of information for conservation and recreation planning. Information will be compiled and used to identify and evaluate appropriate management options to include in planning and design concepts. For most projects, concept plans will include information on important transportation connections and natural, recreational, and cultural resources in the project area. The incumbent will assist in preparing planning documents including the graphics, logos, concept elements, site designs, and maps.

**Essential Responsibilities and Functions:**

- Assist in preparing written and graphic materials for use in communicating with the public and internal and external professional audiences
- Assist with planning, design, and implementation of community engagement activities
- Assist with facilitation of meetings intended to identify priority natural resource or recreation management issues and objectives
- Complete GIS mapping for projects
- Assist with developing and designing management concepts and project site designs
- Work effectively as a team member. This may require problem solving on an interpersonal or group level, as well as a willingness to accept differences.

**Required Skills:****General Qualifications:**

1. Professional experience, training, or a degree in landscape architecture, planning, or a related field. Knowledge of the principles and practices of design and planning.
2. Ability to communicate orally and in writing, prepare planning documents, and newsletters, and ability to facilitate public meetings and make public presentations.
3. Organizational skills for coordinating committees and outreach efforts to include assisting with meeting logistics and material development, public relations, and enlisting individuals and organizations into a planning effort.
4. Experience and enthusiasm for citizen involvement, and public communication skills, including group process methods and graphic presentations.
5. Knowledge of software or other programs such as GIS, Google Sketch-up, and Adobe suite.
6. Self-initiative and experience working independently to develop, organize and implement project elements, establish priorities, deliver products, and meet deadlines.
7. Ability to accept or recognize the viewpoints of others, and work with a variety of professional and non-professional persons from public and private agencies.

**Physical Requirements:**

This position calls for high levels of concentration with 85 percent office work and 15 percent field work. A moderate amount of travel including some overnight and non-traditional work hours and weekend and evening hours are required to attend or facilitate community meetings. To successfully perform essential functions, the incumbent is required to sit, stand, walk, speak, and hear. The incumbent must be able to lift up to 25 pounds unassisted and climb, balance, stoop, kneel, and crouch on an infrequent basis. The ability to drive an organizational vehicle is also required which requires the applicant to be 21 years of age and have a valid driver's license and an insurable driving record. Reasonable accommodations may be made for qualified individuals with disabilities to perform the essential functions.

**Background Check:**

A Department of Interior background check will be completed before the selected candidate may report to duty. The BLM will provide instructions for completion of the background check after the incumbent is selected and will notify them when they have been cleared to start working. The selected incumbent will have access to government facilities and systems, and will be supplied with access to government vehicles, equipment, and materials needed to work on projects. They must adhere to all government regulations and policies.

**Information about entities involved with this position:****Arizona Conservation Corps/Conservation Legacy**

Arizona Conservation Corps (AZCC), is a program of Conservation Legacy that aims to continue the legacy of the Civilian Conservation Corps of the 1930's. AZCC is focused on connecting youth, young adults, and recent era military veterans with conservation service work projects on public lands. AZCC operates programs across Arizona and other states that engage individuals and strengthen communities through service and conservation. AZCC helps fill individual placements for the BLM, NPS, and other public land management agencies. For more information about Conservation Legacy, visit <http://www.conservationlegacy.org/>.

**National Park Service**

Protects America's 417 national parks, national battlefields and preserves, and operates a number of programs that extend throughout the nation to connect all Americans to their parks, trails, rivers, and other special places. One program is called the Rivers, Trails, and Conservation Assistance (RTCA) program. It supports community-led natural resource conservation and outdoor recreation projects across the nation. The program helps community groups, nonprofit organizations, local governments, state and federal governments, and tribes plan for parks and trails, conserve and improve access to rivers and natural areas, and create recreation opportunities. The incumbent hired will work daily with this program on community projects in New Mexico and likely on one project in the Texas panhandle. For information about the National Park Service, Rivers, Trails and Conservation Assistance Program visit [www.nps.gov/orgs/rtca/index.htm](http://www.nps.gov/orgs/rtca/index.htm).

**Bureau of Land Management**

Established to sustain the health, diversity, and productivity of America's public lands for the use and enjoyment of present and future generations. This includes management of rangelands and recreation areas and National Conservation Lands including national monuments, national conservation areas, wilderness areas, wilderness study areas, wild and scenic rivers, and national scenic and historic trails. Projects the incumbent will work on are located near public lands including BLM administered lands and will require interacting regularly with agency recreation planners. For more information about New Mexico BLM visit [www.blm.gov/new-mexico](http://www.blm.gov/new-mexico)

**How To Apply:**

Please visit [www.azcorps.org/join/individual-placements/](http://www.azcorps.org/join/individual-placements/) to apply. A resume and cover letter are required along with the online application. Applicants with a portfolio are encouraged to submit one along with the required materials. For questions about this announcement, contact Tucker Herbert from AZCC by email at [tucker@conservationlegacy.org](mailto:tucker@conservationlegacy.org) or by phone at (520) 664-4370; or Marcy DeMillion from the National Park Service, Rivers, Trails, and Conservation Assistance Program by email at [marcy\\_demillion@nps.gov](mailto:marcy_demillion@nps.gov) or by phone at (505) 819-1476.