



FEMA

OFFICE OF ENVIRONMENTAL PLANNING AND HISTORIC PRESERVATION
PARTNERS IN SHAPING RESILIENT COMMUNITIES



Senior Level NEPA Specialist

APPLICATION PERIOD: Monday, November 6, 2017 – Monday, November 13, 2017
SERIES & GRADE: IC-0028-13; Environmental Protection Specialist
POSITION INFORMATION: CORE
LOCATION: 400 C Street SW, Washington DC

The Office of Environmental Planning and Historic Preservation (OEHP) is soliciting candidates to apply for a Senior Level NEPA specialist position within OEHP's Policy Branch.

Description:

This is a GS 13 Senior Level NEPA Specialist Position.

This position serves as a senior level NEPA specialist, in support of FEMA's Environmental Officer and FEMA's EHP cadre. This position is responsible for developing and supporting compliance strategies specific to the National Environmental Policy Act (NEPA), as well as other agency EHP requirements, in direct support of FEMA's response and recovery efforts related to Hurricanes Harvey, Irma, Maria and Nate.

This position is being announced under FEMA's Cadre of On-call Response/Recovery Employee (CORE) Program. This is a temporary appointment in the Excepted Service, not to exceed 2 years, with the option to extend based on workload and funding availability.

Key Requirements:

- Minimum of a Bachelor's degree in a relevant field such as environmental science, public policy, biology, geology, or other closely related field.
- Experience in the preparation of Environmental Assessments and/or Environmental Impact Statements.
- Experience determining, negotiating and implementing minimization or mitigation measures in regard to NEPA and other relevant federal statutes and regulations related to the environment and historic preservation.
- Experience making decisions regarding compliance with federal statutes and regulations and an understanding of Federal environmental planning legal requirements.
- Evidence of good writing skills.
- Skill in organizing, managing, and prioritizing multiple demands and projects efficiently, and ability to complete assignments in an accurate and timely manner.



- Ability to complete assigned duties in an independent manner.
- This position requires a Public Trust background investigation.
- You must be a U.S. citizen to be considered for this position.
 - In addition to the travel and relocation that may be required by emergency assignments, this position may require occasional non-emergency travel.
 - You must be able to obtain and maintain a Government credit card.

Duties:

- The incumbent serves as a senior level NEPA specialist directly supporting the Environmental Officer in the development and implementation of EHP compliance strategies such as NEPA streamlining measures, Alternative Arrangements and Public Assistance Alternative Procedures to support FEMA's response and recovery efforts for Hurricanes Harvey, Irma, Maria and Nate.
- Draft environmental policies, procedures, templates, guidance, and training information.
- Develop, review and comment upon environmental studies, environmental assessments, and environmental impact statements.
- Provide technical advice and recommendations regarding the implementation of environmental and historic preservation compliance to FEMA Regional Environmental Officers and Environmental Advisors through telephone calls and electronic mail.
- Interagency coordination with Federal agencies, in order to coordinate compliance issues, disseminate technical information, and maintain continuing knowledge of government-wide programs and initiatives associated with implementation of EHP laws and their impact on the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and related disaster assistance laws.
- Prepare correspondence, in coordination with FEMA's Office of General Counsel, OEHP Program Coordinators and Policy Branch staff concerning compliance with regulatory requirements.
- Provide distillation of high visibility FEMA EHP compliance issues to FEMA senior management, Members of the Congress, the White House, the general Public, and other interested stakeholders.
- Targeted field deployments to directly support the implementation of applicable federal EHP laws and specific strategies developed to assist with disaster field operations.
- Emergency Assignment - Every FEMA employee has regular and recurring emergency management responsibilities, though not every position requires routine deployment to disaster sites. All positions are subject to recall around the clock for emergency management operations, which may require irregular work hours, work at locations other than the official duty station, and may include duties other than those specified in the employee's official position description. Travel requirements in support of emergency operations may be extensive



in nature (weeks to months), with little advance notice, and may require employees to relocate to emergency sites with physically austere and operationally challenging conditions.

- Performs other duties as assigned.

How to Apply:

- Submit your resume and cover letter to katherine.zeringue@fema.dhs.gov by **11:59pm, Monday, November 13, 2017**.
- Response **MUST** include a description of relevant knowledge and professional experience that supports the key requirements of the position as listed in this announcement.
- All packages will be reviewed and a selected set of candidates will be interviewed.
- Selection into the position will be the result of both the resume/cover letter review as well as the interview process.