2020 – PROJECT DESCRIPTION

FALL/WINTER SEASON

APPLY BY NOVEMBER 9

NPS UNIT: GEOLOGIC RESOURCES DIVISION

Position Title: Geology Assistant
Position Type: Guest Scientist
Primary natural resource discipline: Geologic resources
Project keywords: GIS, resource management, scientific writing and editing, scientific illustrations, education, outreach, web development, administrative assistance
Location: Lakewood, Colorado

COVID-19 NOTICE

The office building for this project is closed due to COVID-19, therefore this project will be remote for the foreseeable future. Project timelines and structure remain flexible and it may be necessary to reformulate the project’s description with the changing nature of the pandemic. Should any development in the COVID-19 outbreak impair a project’s timeline or results, the GIP Team will work with the project mentors to assess the situation and determine the best course of action at that time.

PROJECT DESCRIPTION AND WORK PRODUCTS

Position Description: The primary function of this position is to support the National Park Service (NPS) Geologic Resources Division (GRD) Geologic Resources Inventory (GRI) program and Junior Ranger programs.

This position will support the GRI program through the development, writing, and/or editing of web-based or printed publications that communicate geoscience information and geologic resource issues to multiple and diverse audiences. Work includes synthesizing existing content (e.g., GRI reports and maps), researching topics pertaining to national park geology, and assisting with formatting and distributing GRI reports and other materials to meet accessibility and template requirements.

Specific duties include:

- Develop a number of park-specific or resource-specific geology "story maps" and Geodiversity Atlas webpages that synthesize geologic information from a variety of sources including GRI reports, GRD materials, and primary literature.
- Format GRI reports and other GRD publications to follow established NPS and GRI formatting and accessibility standards.
- Provide administrative, outreach, web content development, and/or field support to additional GRD programs as needed.
- Assist in the mailing and distribution of the Junior Cave Scientist and Junior Paleontologist booklets and badges to parks, partners, and the public. Track inventory and document shipments.
- Respond to mailed-in Jr. Ranger booklets by creating a personalized letter and returning the booklet and badge to recipient.

This position fills critical capacity needs for the GRI program and GRD education and outreach efforts:
The GRI program is nearing completion of its first generation of GIS and report products. GRD is using those materials to develop new geoscience web content (story maps and park-specific pages for its geodiversity atlas) and outreach materials. The Guest Scientist will assist in the expansion and editing of the GRI products into the web content management system as part of the Geodiversity Atlas (https://go.nps.gov/geodiversity_atlas). Although GRI team members mostly work remotely, all report formatting and production is performed in the Lakewood office of GRD and as that effort ramps up, we need additional assistance to accommodate accelerated production. All of these products directly support resource management goals of the NPS to incorporate accurate and up-to-date geoscience information by park staff—who rarely have geoscience backgrounds.

The GRD Education and Outreach program oversees the production and distribution of two servicewide Junior Ranger programs: Junior Cave Scientist and Junior Paleontologist. We currently do not have anyone in the office to assist with mailing out materials nor respond to materials mailed-in to receive a badge. Over the past few years, the programs have sent out more than 10,000 books each year and responded to hundreds of mailed-in books. This is a critical function of the division’s education and outreach program and our booklets are in demand by parks, schools, nature centers, museums, camps, and homeschoolers across the country.

This position is offered through the National Park Service’s Geoscientists-in-the-Parks (GIP) Internship Program in partnership with Stewards Individual Placement Program (Stewards) and The Geological Society of America (GSA).

**Work Products:**
- Develop new or updated story maps and shared web content (e.g., https://go.nps.gov/geodiversity_atlas) that will be used for GRD, GRI, and/or park websites.
- Post web content via NPS web content management system.
- Format GRD and GRI PDF documents and printed documents in MS Word and Adobe InDesign
- Develop new/edit existing graphics and geologic maps in Adobe Illustrator
- Assist with managing web content (writing/editing) for GRI and GRD programs.
- Provide administrative support (digital file management/uploading) to GRI and GRD programs
- Participating in and developing content/activities for NPS geology-based outreach events.

**QUALIFICATIONS**

Applicants must have an undergraduate or graduate degree in geology or other physical sciences, excellent oral and written communication skills, an ability work well with others in a problem-solving capacity and basic understanding of geologic resources. Previous experience writing, editing, or developing geology or other earth science materials for the web is preferred. Preference will be given to applicants local to the Greater Denver Metro and Fort Collins area in order to get set up with a government computer.

Computer skills should include MS Office (Word, Excel), and GIS (e.g., ESRI ArcGIS, ESRI ArcGIS online, Google Earth, and/or ArcGIS Story Map editor). Experience with Adobe Creative Cloud/Creative Suite products (e.g., Illustrator, InDesign, and Photoshop) is preferred.

The applicant must be a U.S. citizen or U.S. permanent legal resident (“green-card-holder”) between the ages of 18 and 30 years old inclusive, or a veteran up to 35 years old. Prior to starting this position a government security background clearance will be required.

**VEHICLE/DRIVER LICENSE REQUIREMENTS**

A valid driver license is not required for this position. The use of an NPS vehicle is not required or expected.
A personal vehicle is RECOMMENDED but not required for this position. A personal vehicle is very helpful although there are public transportation options—the RTD Hampden Park and Ride (bus service only) is a short walk (~5 min) from the office and the Route 76 bus travels north and south on Wadsworth Blvd.

If the GIP is required to drive a park vehicle for their position, Stewards will perform a driving records search, and the GIP’s ability to drive a park vehicle during work hours will be contingent upon the results. GIPs will have to have had their license for 3 years or be over the age of 21 to be insured as drivers under Stewards insurance policy. Examples of things that will preclude a GIP from driving a park vehicle include: GIP under the age of 21 years old that has been licensed less than three years, DUIs, multiple moving vehicle violations, suspended or revoked license, or three or more accidents (regardless of fault) in the last 3 years. If the driver’s search is favorable, Stewards will provide driver’s liability insurance while the intern is driving a NPS vehicle for their GIP position. If the GIP is denied coverage by Stewards, they will not be permitted to drive during work hours.

HOUSING
Park housing is NOT available and the intern will be responsible for finding housing in the nearby area. A higher living allowance is provided to cover housing costs.

INTERNSHIP START/END DATES
Start Date: 1/11/2021
Number of weeks: 52 weeks
Flexible start date: Yes

RELOCATION ALLOWANCE
$250

LIVING ALLOWANCE
52 weeks ($525/week = $27,300)

NATURAL & PHYSICAL WORK ENVIRONMENT
Natural Environment: The position is based in an office setting in the Geologic Resources Division in Lakewood, CO, a suburb southwest of Denver, CO. GRD serves as the source for multidisciplinary expertise and guidance to parks and the NPS Directorate in support of their efforts to protect, restore, and understand the National Park System’s geologic resources, and to protect resources from the adverse effects of mineral and energy development in and adjacent to parks. GRD is responsible for NPS policy formulation and coordination, planning, and oversight of science-based geologic resource management programs of broad Service-wide importance. The Division is involved in a wide range of geologic science and minerals management activities, coordinating Service-wide functions and providing parks with geoscience and regulatory expertise related to cave and karst systems, coastal and surficial geologic processes, disturbed land restoration, fossil resource management, geologic hazards, soil resource management, environmental effects of mineral extraction, mineral extraction technology and engineering, and associated NPS policy and legal authorities to enhance resource management decisions.

Physical Work Environment: This position will start remotely due to the COVID-19 pandemic. Once or if conditions are safe to resume in-person the position will be primarily in an office setting in the Geologic Resources Division with occasional public outreach work occurring at other locations such as museums, schools, or parks. GRD has approximately 25 federal employees, interns, contractors, and research associates. The participant will be expected to work 40 hours/week primarily Monday through Friday. Depending on applicant qualifications and needs, a flexible work schedule may be possible. Workspace, computer, and necessary software and other equipment will be provided for guest scientist duty stationed at GRD. The participant may also participate in outreach events (with other GRD staff) off-site and outside of normal business hours as they are willing and available.

MENTORING AND LEARNING GOALS
**Mentoring:** This position offers opportunities to collaborate with Service-wide geology and natural resource program leaders in the Natural Resource Stewardship and Science Directorate, in regions and parks. GRD is the Service-wide point of contact for technical and policy issues and provides guidance for a multitude of issues to parks across the country. GRD and GRI also collaborate with park staff, scientists and educators from US Geological Survey, state geological surveys, professional organizations, museums, and academia. GRI is a servicewide effort to provide each park with a park-specific digital geologic map (GIS) and a report identifying geologic features and processes, as well as related geologic issues in parks.

**Learning Goals:** The participant will learn about geologic resources and management programs of the national office of the NPS. Through projects and mentoring the participant will learn to develop effective products appropriate for different audiences. Participant will gain an in-depth understanding of national NPS geologic resources and will analyze and synthesize scientific information for projects to the management of complex issues, and will enhance their writing and teamwork skills.

**SUPERVISORS**

**Primary Supervisor:**
Jason Kenworthy  
Geologic Resources Inventories Coordinator  
7333 W. Jefferson Ave, Suite 450  
Lakewood, CO 80235  
(720) 425-2320 | jason_kenworthy@nps.gov  
[https://go.nps.gov/gri](https://go.nps.gov/gri)

**Secondary Supervisor:**
Rebecca Port  
GRI Report Team Lead  
7333 W. Jefferson Ave, Suite 450  
Lakewood, CO 80235  
(561) 350-5182 | rebecca_port@nps.gov  
[https://go.nps.gov/gri](https://go.nps.gov/gri)