



FEMA

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



Historic Preservation Specialist (HSSP Direct Charge CORE)

APPLICATION PERIOD:	2024 - Until Need Filled
SERIES & GRADE:	IC-0301-9/11
SALARY:	\$59,966 - \$94,317; higher locality rates may apply
POSITION INFORMATION:	Multiple Positions- Term - Temporary - Not to Exceed 4 Years
DUTY LOCATIONS: WHO	Nationwide - Location Negotiable Upon Selection
MAY APPLY: SECURITY	All United States Citizens
CLEARANCE:	Public Trust-Background investigation

When disaster strikes, America looks to FEMA. Now FEMA looks to you. Join our team and use your talent to support Americans in their times of greatest need. The Federal Emergency Management Agency (FEMA) prepares the nation for all hazards and manages Federal response and recovery efforts following any national incident. We foster innovation, reward performance and creativity, and provide challenges on a routine basis with a well-skilled, knowledgeable, high performance workforce.

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 4 years, with the option to extend based on workload and funding availability. Veterans Preference does not apply to the CORE selection process.

The Environmental Planning and Historic Preservation Cadre (EHP) announces the hiring of EHP Historic Preservation Specialist (HSSP) position under FEMA's Core Program.

Key Requirements:

- This position requires a Public Trust background investigation.
- You must be a U.S. citizen or National to be considered for this position.
- This position is 100% travel, and you will be required to travel up to, but not limited to 320+ days a year. When not deployed, your duty station will be your residence of record (ROR).
- You must have completed a BA or Master's degree program in related subject or field.
- You must hold Secretary of Interior Qualification (SOI) or be eligible to obtain SOI Qualification with additional experience in one of the following Architecture, Architectural History, Historic Architect, History, and Archeology.
- You must be able to obtain and maintain a Government credit card.

Special Physical Requirements:

- Work is performed at a desk, walking, standing, bending, carrying light to medium objects, and in austere conditions.
- You must be able to walk, stand, and sit, for extended periods.
- You must be able to work in austere conditions and in undesirable locations.
- Work may take place in undesirable conditions that include exposure to excessive heat, unhealthy environments, and extended hours.
- You must be able to stay in temporary housing when deployed if necessary.
- Housing accommodations may be limited and require stays in temporary structures without electricity.

Duties:

- Makes recommendations to the supervisor on historic preservation policy and procedures, and program guidance and training information on historic preservation compliance issues.
- Analyzes and recommends implementation of guidance, policies, procedures, and directives to enhance historic preservation compliance strategies and further integrate considerations into the delivery of FEMA's assistance programs.

- Identifies historic resource considerations in a Preliminary Damage Assessment (PDA) and undertakings in accordance with the National Historic Preservation Act (NHPA). Develops and maintains liaison with State, Tribal, and Federal resource agencies, and private sector organizations, in order to coordinate compliance issues, disseminate technical information and maintain knowledge of government-wide programs and initiatives associated with implementation of historic preservation laws and their impact on the Robert T. Stafford Disaster Relief and Emergency Assistance Act, and related disaster assistance laws.
- Provides historic preservation compliance advice to FEMA and State Emergency Management personnel and serves as subject matter expertise for review of existing materials to ensure that historic preservation compliance issues are adequately addressed.
- Provides all assistance to the supervisor and staff on assignments in support of FEMA's disaster programs by researching historic preservation compliance requirements procedures and guidelines to effectively and expeditiously ensure compliance with appropriate historic requirements.

How You Will be Evaluated:

Resume

Your resume must show that you meet requirements for this position. You may be found "not qualified" if you do not possess minimum competencies required for the position. To accurately credit your experience, please make sure to list the dates (from MM/DD/YY to MM/DD/YY), along with the job title the number of hours worked per week if part time or intermittent, and specific duties you were responsible for during each deployment and/or employment.

To qualify for this position at the IC-11 level (starting at \$72,553 per year), your resume must demonstrate at least one full year of specialized experience equivalent to the IC-09 in federal service. This experience may have been gained in the federal government, a state or local government, a non-profit organization, the private sector, or as a volunteer; however, your resume must clearly describe at least one year of the following specialized experience:

1. Reviewing projects or programs to ensure compliance with environmental laws (i.e., the Endangered Species Act, National Historic Preservation Act, Clean Water Act, Clean Air Act, Coastal Barrier Resources Act, National Environmental Policy Act, Fish and Wildlife Coordination Act and Executive Orders 11988 (Floodplains), 11990 (Wetlands), and 12898 (Environmental Justice)
2. Evaluating historic properties, archaeological resources, and traditional cultural properties
3. Developing environmental documentation, reports, or plans,
4. Reviewing and making technical comments on environmental documentation prepared by stakeholders
5. Conveying environmental policy and program concepts to stakeholders and providing advice or guidance
6. Collecting data on historic preservation considerations related to potential impacts
7. Synthesizes information using EHP-related computer applications (e.g., ArcGIS, Google Earth, etc.)

Other Information:

- All candidates must be able to deploy with little or no notice to anywhere in the United States and its territories for an extended period of time. Deployments may include working more than eight hours a day, or more than 40 hours in a given week, including weekends and holidays, and under stressful, physically demanding, and austere conditions. When activated and deployed, you serve in a federal travel status and are entitled to lodging, transportation and per diem reimbursements for authorized expenses in accordance with federal travel regulations.
- All candidates **MUST** be willing to travel up to, but not limited to 320 plus days a year during the term of this appointment unless leave is authorized.
- To ensure the accomplishment of our mission, FEMA requires every employee to be reliable and trustworthy. To meet those standards, all selected applicants must undergo and successfully pass a background investigation for Public Trust as a condition of placement into this position. This may include a review of financial issues, such as delinquency, child support and/or tax obligations, as well as certain criminal offenses and illegal use or possession of drugs.
- All candidates will be considered without regard to any non-merit reasons such as race, color, religion, sex, age, national origin, lawful political affiliation, marital status, disability, sexual orientation, protected genetic information, parental status, membership in an employee organization, or other non-merit factors.

How to Apply:

- Submit your resume to EHPJobs@fema.dhs.gov. In Subject line, please put "HSSP Core Position."

What to Expect Next:

- A selection panel will review resumes of all eligible applicants. A review of resumes will be on-going. We will inform you when you are being reviewed and/or selected for an interview.