

Maryland State Agency Job Announcement
Skilled & Professional
Department of Natural Resources
Park Services Manager I

Announcement # 09-1762-001 - 2 POSITIONS

SALARY: \$46,563-\$60,563 - Grade 18 (Salary rules in effect for current State employees and reinstatements)

LOCATION:

Janes Island – Crisfield, MD – Somerset County
New Germany – Grantsville, MD – Garrett County

CLOSING DATE: July 17, 2009

POSITION DUTIES: The Department of Natural Resources (DNR), Maryland Park Service, is currently accepting applications for two (2) Park Services Manager I positions, which serve as the managers of Janes Island State Park in Crisfield, Maryland, and New Germany State Park in Grantsville, Maryland. These positions serve under the managerial supervision of the Eastern and Western Regional Managers of the Maryland Park Service and are responsible for overseeing the visitors, resources, personnel, equipment and facility management, maintenance and facilitate the protection of Maryland State Parks.

This position will develop strategies to address issues and opportunities to enhance park programs and operations, maximize revenues, and meet visitor expectations for quality resource-based recreation and interpretive services. The incumbent will also be responsible for ensuring proper allocation and use of Maryland Park Service resources such as personnel, equipment and funding. Duties also include the review, evaluation and support of emergency response capabilities and plans for visitor services, resource protection and employee safety activities at Janes Island and New Germany State Parks in order to safeguard visitors, personnel and resources. This position represents the Department of Natural Resources as a liaison with local governments, businesses and community groups. Other duties also include enforcement of DNR regulations and policies to ensure public safety, as well as the protection of Maryland's natural, cultural, historical and recreational resources.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

Education: Possession of a bachelor's degree in forestry, forest management, natural resources management, parks and recreation, business management, education, or a related natural science from an accredited four-year college or university.

Experience: Four years of experience supervising personnel engaged in park or forest operations work.

Notes:

1. Applicants may substitute additional experience as defined above for the required education at the rate of one year of experience, for up to four years of the required education.
2. Applicants may substitute additional experience in park or forest operations work at the rate of two years for each year of the required supervisory experience for up to two years of the required experience.
3. Possession of a Master's Degree from an accredited college or university in forestry, forestry management, natural resources management, parks and recreation, business administration, education, or a related natural resources field may be substituted for one year of the required experience.

LICENSES, REGISTRATIONS AND CERTIFICATES:

Employees in this classification may be assigned duties which require the operation of a motor vehicle. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS OF THE CLASSIFICATION:

1. Employees are subject to call-in 24 hours a day.
2. Employees in this classification may be subject to assignment in any county of the State. Upon permanent appointment, the employee may be required to reside in the county or region assigned.

SELECTION PROCESS AND ASSESSMENT: Please make sure you provide sufficient information on your application to indicate that you meet the minimum qualifications for this recruitment. All information concerning your qualifications must be submitted by the closing date. Qualified applicants will be ranked as BEST QUALIFIED, BETTER QUALIFIED OR QUALIFIED and placed on the employment (eligible) list for at least one year.

EXAMINATION: Your application is part of the examination process. The examination will consist of a rating of your education, training, and experience related to the requirements of this position. The rating will be based on the information provided on your State application (MS-100). Therefore, it is important that you provide all the experience and education that is related to this position completely and accurately including signing and dating your application in the two provided areas of the MS-100.

TO APPLY: Please submit a Maryland State Employment Application (MS-100) for this position, including the announcement number. Resumes will not be accepted in lieu of completing the application. Information must be received at the address below by 5:00 p.m. on the closing date. Faxed applications will not be accepted. The Human Resource Department is not responsible for applications sent to any other address. Sending the application to a different address will result in not being considered.

Maryland Department of Natural Resources
Human Resource Service, C-3
580 Taylor Avenue
Annapolis, MD 21401
Attention: Caroline Asher
TTY: (410) 260-8835

Applications are available at <http://www.dnr.state.md.us/> or <http://www.dbm.maryland.gov/>.

Information is available by calling 410-260-8070.

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