



## Position Description

### Valle de Oro National Wildlife Refuge Albuquerque, New Mexico

#### Location Description

This transportation Fellow position will have the incumbent stationed at the U.S. Fish and Wildlife Service's (Service) Valle de Oro National Wildlife Refuge (NWR) in Albuquerque, New Mexico. Valle de Oro NWR was established in 2012 and is the Southwest's first urban wildlife refuge.

Valle de Oro NWR is a 570-acre refuge, a few miles south of Albuquerque. This unit is a former dairy farm along the east bank of the Rio Grande River. It is being "built from the ground up through a grassroots community effort." Due to this, it is currently transitioning from farm land to wetlands, bosque, grasslands and upland habitats. Valle de Oro has educational apps, self-guided tours, and hiking/walking trails.

Over the past seven years, along with the habitat restoration, Valle de Oro has also done a significant amount of transportation planning and implementation. A Fellow was previously stationed here from 2013-2015 (<https://westerntransportationinstitute.org/professional-development/public-lands-transportation-fellows/federal-lands-fellows-projects-20132015/>). Corridor improvements on Second Street SW, funded through Federal Land Access Program (FLAP) funding, were also just completed.

#### Job Description

The Fellow is expected to:

- Attend a mandatory orientation tentatively scheduled for the week of July 8-12, 2019;
- Report for work at the Valle de Oro NWR for the 10-month on-site duration of the assignment (July 15, 2019-May 8, 2020);
- Attend monthly Fellows group teleconferences (all Fellows and mentors), biweekly individual teleconferences with your mentor, and monthly Service transportation coordinators teleconferences;
- Host mentor during a site visit by creating an agenda for their 1-3 day visit and providing a tour of your unit and projects;
- Present at a poster session during the Transportation Research Board (TRB) in Washington, D.C. (January 12-16, 2020);
- Complete a final report and a webinar during the 11<sup>th</sup> month, at the location of the Fellow's choice (May 9-June 6, 2020); and
- Travel for occasional business as needed as part of the effort.

# Public Lands

## TRANSPORTATION FELLOWS PROGRAM



### Tasks

A detailed scope of work, including tasks, deliverables, and approximate work schedule for this location, will be provided to the assigned Fellow prior to their start date and used as a guide throughout their assignment.

Specifically, the Fellow will provide support to the following activities during this assignment:

- Continue furthering the implementation of transportation projects in the previous Fellow's report;
- Develop a FLAP application for a trail within the refuge;
- Identify additional transportation funding sources and write the applications;
- Work to improve access to the new visitor center at the refuge (e.g., signage, transit stops, congestion, etc.); and
- Assist in development of additional advertising materials for informing the public about the various options for accessing the refuge.

### Skills and Qualifications

1. Strong oral, writing, and graphic communication skills to interact with federal, state, and local agencies, interest groups, partners, Service regional staff, and Service field staff;
2. Strong organizational skills;
3. Ability to establish and maintain positive professional relationships with a variety of agencies and the public;
4. Ability to assess transportation needs, evaluate and identify priorities, and to modify or develop new approaches to solve transportation or access challenges;
5. Ability to assist with assembling grant applications with provided technical information, potentially handling multiple project submissions to meet several deadlines at once;
6. Ability to take initiative and work independently, yet know when to ask for help and guidance; and
7. Familiarity with marketing and social media.

### Requirements

All applicants must:

- Be U.S. citizens, nationals, or lawful permanent resident aliens of the U.S.;
- Be 30 years of age or under by the start date; and
- Have at least a Bachelor's degree; however, the preference is for recent or soon-to-be Master's degree graduates.

### Financial Package

- Assignment Period: 10-months onsite and 1 additional month at location of your choice to finalize the final report (July 8, 2019 – June 5, 2020);
- Salary: \$3,000/per month, total of \$33,000;
- Benefits: Eligible for benefits, see benefits pdf for details;

# Public Lands

## TRANSPORTATION FELLOWS PROGRAM



- **Rent Subsidy:** up to \$1200 per month for 10 months. Note that if required, Fellow must provide the first, last, and security deposit. Rent payment will be provided directly to apartment owner/rental agency;
- **Relocation Expenses:** up to \$750 to and from New Mexico for a maximum total of up to \$1,500;
- **Personal Transportation:** Personal transportation while stationed at the refuge (e.g., travel from bunkhouse to unit, to grocery store, etc.) will be the financial responsibility of the Fellow;
- **Professional Development:** up to \$1000 is available for pre-approved, Fellow professional development beyond attendance at the 2019 TRB Annual Meeting. Note that this *cannot* be used for professional society membership;
- **Travel Costs:** Costs for travel to orientation, TRB, and occasional business travel will be covered by the Service/Western Transportation Institute (WTI); and
- **Federal Non-Competitive Eligibility Status** –Fellows who complete their assignment will be eligible for federal non-competitive hiring status for two years following the completion of their fellowship. The Fellow, with the help of their supervisor, must demonstrate that specific minimum hours work requirements have been met.