

Interdisciplinary Supervisory Historian/Supervisory Architect (Historic Preservation)

DEPARTMENT OF THE INTERIOR

National Park Service

Cultural Resources, Partnerships, and Science Directorate

Summary

This position is located in Cultural Resources, Partnerships, and Science, in the Technical Preservation Services (TPS) Division, Preservation Assistance Programs, Cultural Resources, Partnerships, and Science, Washington, D.C.

Open to the first **100** applicants or until 01/30/2024 whichever comes first. All applications submitted by 11:59 (EST) on the closing day will receive consideration.

This position is not eligible for remote work.

Overview

Accepting applications

Open & closing dates

🕒 01/09/2024 to 01/30/2024

This job will close when we have received **100 applications** which may be sooner than the closing date. [Learn more](#)

Salary

\$117,962 - \$153,354 per year

Pay scale & grade

GS 13

Location

1 vacancy in the following location:

📍 Washington, DC

Remote job

No

Telework eligible

Yes—as determined by the agency policy.

Travel Required

Occasional travel - You may be expected to travel for this position.

Relocation expenses reimbursed

Yes— You may qualify for reimbursement of relocation expenses in accordance with agency policy.

Appointment type

Permanent -

Work schedule

Full-time -

Service

Competitive

Promotion potential

None

Job family (Series)

[0170 History](#)

[0808 Architecture](#)

Supervisory status

Yes

Security clearance

[Not Required](#)

Drug test

No

Position sensitivity and risk

[Non-sensitive \(NS\)/Low Risk](#)

Trust determination process

[Credentialing](#)

[Suitability/Fitness](#)

Announcement number

WO-1614-CRPS-24-12255235-DE

Control number

769553400

This job is open to



[Career transition \(CTAP, ICTAP, RPL\)](#)

Federal employees who meet the definition of a "surplus" or "displaced" employee.



The public

U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Duties

The incumbent serves as a Supervisory Architect or Historian specializing in Historic Preservation in the Technical Preservation Services (TPS) Division, which administers the Federal rehabilitation tax credit program leveraging \$7-\$8 billion annually in private investment in the rehabilitation of commercial and other income-producing historic properties, generating economic development, market-rate and affordable housing, and jobs; promulgates the Secretary of the Interior's Standards for the Treatment of Historic Properties, widely used and adopted at the Federal, state, and local levels, and develops highly regarded and consulted historic preservation guidance and information on preserving and rehabilitating historic buildings. For more information about TPS and what it does, see the TPS website at <https://www.nps.gov/tps>.

The major duties of the Interdisciplinary Supervisory Historian/Supervisory Architect (Historic Preservation) position include, but are not limited to, the following:

- Provides leadership to influence, motivate, and constructively challenge others in the furtherance of program goals and objectives and to meet deadlines. Applies project management principles, methods, and tools for managing projects and resources, including technical performance. Demonstrates sound judgement, creative thinking, and problem-solving. Ability to negotiate changes and to formulate innovative solutions for controversial and/or complex rehabilitation projects.
- Make tax credit certification decisions for historic rehabilitation projects based upon conformance with The Secretary of the Interior's Standards for Rehabilitation and the regulations and other guidance for the Federal Historic Preservation Tax Incentives Program.
- Research and analyze the significance of complex and diverse cultural resources, including buildings of many architectural styles and periods, and determines their historic significance and character-defining features, if they contribute to the significance of historic districts, and whether they meet the criteria for inclusion in the National Register.
- Conduct sophisticated independent research into specific problems, techniques or concepts related to historic rehabilitation, code requirements and materials conservation, and applies authoritative knowledge and expertise to address technical assistance needs and to solve critical problems from the public and private sectors, staff, public officials, and technical preservation experts as appropriate to solve problems and address needs.
- Communicate orally and in writing with program applicants and the general public related to the tax incentives program, historic rehabilitation guidance, and technical preservation topics; serves as liaison with State Historic Preservation Offices to coordinate on program reviews and ensure consistent interpretation of program policy and standards in oral communications; makes presentations on the tax incentives program, historic rehabilitation issues, and technical preservation topics.

Requirements

Conditions of Employment

- U.S. Citizenship required.
- Appointment subject to background investigation and favorable adjudication.
- Meet Selective Service Registration Act requirement for males.

- Selectee will be required to participate in the Direct Deposit Electronics Funds Transfer Program.
- You will be required to operate a government (or private) motor vehicle as part of your official duties; a valid driver's license is required. You will be required to submit a Motor Vehicle Operator's License and Driving Record. You must also submit (within a State sealed envelope or submitted directly by the State authorities), and at your own expense, all certified driving records from all States that disclose all valid driver's licenses, whether current or past, possessed by you.
- If you are a new employee or supervisor in the Federal government, you will be required to complete a one-year probationary period.
- You may be required to travel overnight away from home up to 5 nights per month. You must obtain a government charge card for travel purposes.
- You may be required to complete training and obtain/maintain a government charge card with travel and/or purchase authority.

Qualifications

All qualifications must be met by the closing date of this announcement-01/30/2024-unless otherwise stated in this vacancy announcement.

Credit will be given for all appropriate qualifying experience. To receive credit for experience, your resume **MUST** clearly indicate the nature of the duties and responsibilities for each position, starting and ending dates of employment (month/year), and the resume must reflect full and/or part-time or total number of hours worked (i.e., work 40+ hours a week, rather than indicating full-time). If part-time, the hours must be annotated to be able to pro-rate the amount of qualified specialized experience.

BASIC QUALIFICATIONS:

To qualify for this position in the 0170 History or 0808 Architecture job series, you must possess the basic qualifications of at least one of the job series by close of the announcement:

0170 History

To qualify for this position in the 0170 History job series, you must possess one of the following basic qualifications by close of the announcement:

1. **Degree:** history; or related field that included at least 18 semester hours in history.

or

2. **Combination of education and experience:** courses equivalent to a major in history, or a major in a related field that included at least 18 semester hours in history, as shown in A above, plus appropriate experience or additional education.

Candidates who do not meet this requirement by close of this announcement will receive no further consideration for this position under the 0170 History job series.

- OR -

0808 Architecture

To qualify for this position in the 0808 Architecture job series, you must possess one of the following basic qualifications by close of the announcement:

1. Degree: architecture; or related field that included 60 semester hours of course work in architecture or related disciplines of which at least (1) 30 semester hours were in architectural design, and (2) 6 semester hours were in each of the following: structural technology, properties of materials and methods of construction, and environmental control systems.

or

2. Combination of education and experience -- college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the arts and sciences underlying professional architecture, and (2) a good understanding, both theoretical and practical, of the architectural principles, methods, and techniques and their applications to the design and

construction or improvement of buildings. The adequacy of such background must be demonstrated by at least one of the following:

1. *Related Curriculum:* Degree in architectural engineering may be accepted as satisfying in full the basic requirements, provided the completed course work in architectural engineering provided knowledge, skills, and abilities substantially equivalent to those provided in the courses specified in paragraph A. The curriculum for a degree in either architecture or architectural engineering covers function, esthetics, site, structure, economics, mechanical-electrical, and other engineering problems related to the design and construction of buildings primarily (but not exclusively) intended to house human activities. The courses required for a degree in architecture generally place emphasis upon planning, esthetics, and materials and methods of construction, while the courses for an architectural engineering degree place equal or greater weight on the technical engineering aspects such as structural systems, mechanical systems, and the properties of materials. Because of this difference in emphasis, persons with degrees in architecture may have a preference for work assignments that offer greater opportunities for them to express their artistic and creative abilities. As a result, they may be more concerned with planning and design aspects of architecture, and persons with degrees in architectural engineering may be more engaged in aspects emphasizing technical engineering considerations.
2. *Experience:* An applicant lacking a degree in architecture must have had 1 year of experience in an architect's office or in architectural work for each year short of graduation from a program of study in architecture. In the absence of college courses, 5 years of such experience is required. This experience must have demonstrated that the applicant has acquired a thorough knowledge of the fundamental principles and theories of professional architecture.

Candidates who do not meet this requirement by close of this announcement will receive no further consideration for this position under the 0808 Architecture job series.

-AND -

MINIMUM QUALIFICATIONS

To qualify for this position at the GS-13 grade level, you must possess the following minimum qualifications by close of the announcement:

EXPERIENCE: At least one full year of specialized experience comparable in scope and responsibility to the GS-12 grade level in the Federal service (obtained in either the public or private sectors). This experience must include all of the following: (1) Independently apply the theories, principles, practices, and techniques of historic preservation and architectural conservation to a wide and diverse range of historic rehabilitation projects and types of historic properties; (2) Independently apply the Secretary of the Interior's Standards for Rehabilitation to a wide and diverse range of historic rehabilitation projects and types of historic properties; (3) Use, review, and/or prepare independently narrative descriptions of work and/or treatment plans, architectural plans and specifications, condition assessments, and/or other technical reports for a wide and diverse range of historic rehabilitation projects and types of historic properties; (4) Independently apply broad professional knowledge and expertise in historic architecture and American architectural history to a wide and diverse range of historic rehabilitation projects and types of historic properties; (5) Independently evaluate historic significance, integrity, and the physical condition of a wide and diverse range of historic properties and historic property types using National Register of Historic Places nominations, landmark designation reports, or other such reports that evaluate historic significance and conducting research and documentation of historic buildings. You must include hours per week worked.

You must include months, years and hours per week worked to receive credit for your work and/or volunteer experience. One year of specialized experience is equivalent to 12 months at 40 hours per week. Part-time hours are prorated. You will not receive any credit for experience that does not indicate exact hours per week or is listed as "varies". Experience listed as full-time will be credited at 40 hours per week.

Volunteer Experience: Experience refers to paid and unpaid experience, including volunteer work done through National Service programs (e.g., Peace Corps, AmeriCorps) and other organizations (e.g., professional; philanthropic; religious; spiritual; community, student, social). Volunteer work helps build critical competencies, knowledge, and skills and can provide valuable training and experience that translates directly to paid employment. You will receive credit for all qualifying experience, including volunteer experience.

Education

To qualify based on education, you must submit a legible copy of transcripts from an [accredited institution](#) with your name, school name, credit hours, course level, major(s), and grade-point average or class ranking. Transcripts do not need to be official, but if you are selected for this position and you used your education to qualify, you must provide official transcripts before you begin work.

If you are using [education completed in foreign colleges or universities](#) to meet qualification requirements, you must show that your education credentials have been evaluated by a private organization that specializes in interpretation of foreign education programs and such education has been deemed equivalent to that gained in an accredited U.S. education program; or full credit has been given for the courses at a U.S. accredited college or university.

There is no substitution of education for specialized experience at the GS-13 grade level of this announcement.

Additional information

A selectee receiving a first appointment to the Federal Government (Civil Service) is entitled only to the lowest step of the grade for which selected. The display of a salary range on this vacancy shall not be construed as granting an entitlement to a higher rate of pay.

A Recruitment Incentive May Be Authorized for a newly selected employee when appointed to a permanent, temporary, or term position. A Federal employee who is transferring to the National Park Service from another component, bureau or Federal agency and who does not meet the conditions under 5 CFR §575.102 is not eligible for a recruitment incentive.

A Relocation Incentive May Be Authorized for a Federal employee when the employee must move, as directed by the National Park Service (NPS) either through a management directed reassignment or selection for employment, to a different location at least 50 miles away from the one where his/her position of record held at time of selection is currently located, due to a need of the NPS. A relocation incentive is not the same as a Permanent Change of Station (PCS) move and, as such, may be granted in conjunction with one another.

This announcement may be used to fill additional positions if identical vacancies occur within 90 days of the issue date of the referral certificate. **Physical Demands:** The work is normally sedentary, but it does require occasional travel when long days and physical stamina may be needed. Purposes of travel include on-site inspections of historic properties where rehabilitation construction work is underway. Travel also includes attendance at professional conferences, where workdays may be long or extend into weekends. Some tax credit applications may be quite large and include sets of large-format architectural drawings.

Working Conditions: The work environment normally involves everyday risks or discomforts typical of offices, meeting rooms, and archives. The normal work area is adequately lighted, heated and ventilated. Travel for on-site inspections may expose the incumbent to extreme weather conditions and to a construction site environment where appropriate precautions for personal safety are necessary.

The National Park Service has determined that the duties of this position are suitable for telework and the selectee may be allowed to telework with supervisor approval.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. [Learn more about federal benefits](#)

[Review our benefits](#)

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

You will be evaluated based on how well you meet the qualifications listed in this vacancy announcement. Your qualifications will be evaluated based on your application materials (e.g., resume, supporting documents), the responses you provide on the application questionnaire, and the result of the additional assessments required for this position. A review of your resume and supporting documentation will be made and compared against your responses to the Assessment Questionnaire to determine if you are qualified for this job. If your resume is incomplete or does not support the responses provided in the Assessment Questionnaire, or if you fail to submit all required documentation, you will be rated 'ineligible', 'not qualified', or your score will be adjusted accordingly. If a determination is made that you have inflated your qualifications or experience, you can lose consideration for this position. Please follow all instructions carefully; errors or omissions can affect your rating.

Candidates will be rated and ranked using Category Rating procedures. These procedures place candidates with veteran's preference above non-preference eligibles within each category. Veterans with a service connected disability of at least 10 percent are listed in the highest quality category, except when the position being filled is scientific or professional at the GS-09 grade level or higher. Under Category Rating, candidates will be rated and ranked into one of three categories:

- **Best Qualified** - applicants possessing experience that substantially exceeds the minimum qualifications of the position including all selective factors and are highly proficient in all requirements of the job and can perform effectively in the position
- **Well Qualified** - applicants possessing experience that exceeds the minimum qualifications of the position including all selective factors and are proficient in most of the requirements of the job
- **Qualified** - applicants possessing experience that meets the minimum qualifications of the position including all selective factors and are proficient in some, but not all of the requirements of the job.

You will be evaluated on the following competencies:

- Architecture
- History and Archaeology
- Oral Communication
- Problem Solving
- Project Management
- Writing

In order to be considered for this position, you must complete all required steps in the process. In addition to the application and application questionnaire, this position requires successful completion of additional assessments, including a panel resume review. These assessments measure the critical competencies listed above that are required to successfully perform the job.

The panel resume review includes a cut score based on the minimum level of required proficiency in these critical general competencies. You must meet or exceed the cut score to be considered. You will not be considered for the position if you score below the cut score.

Required Documents

The following documents are required and must be submitted by 11:59 PM (EST) on 01/30/2024:

1. **Resume** which includes a list of all significant jobs held and duties performed, dates specified in month and year format, and the resume must reflect full and/or part-time or total number of hours worked (i.e., work 40+ hours a week, rather than indicating full-time). If part-time, the hours must be annotated to be able to pro-rate the amount of qualified specialized experience. If military or civilian, please include your rank and/or grade.
2. Complete **All Required Assessments**.
3. **Other Supporting Documents**, if applicable, such as:
 - o [Veterans Preference Documentation](#)
:
 - If you are a **Discharged, Non-Disabled Veteran**, you must submit a copy of your DD-214 showing character of discharge (Member 4 copy), or other Documentation of Service and Separation under Honorable Conditions, as listed on the [SF15](#)
. If you don't have your DD-214, you may request it after discharge from the [National Archives](#)
.
 - If you are a **veteran within 120 days of discharge**, you must submit signed documentation from the Armed Forces certifying: 1) your expected release/retirement from active duty, 2) under honorable conditions, 3) your pay grade/rank/rate at time of discharge, 4) dates of active duty service, 5) any campaign or expeditionary medals received, & 6) dated within 120 days of your separation.
 - If you are a **Disabled Veteran, Purple Heart Recipient, or [Mother or Spouse of a Disabled or Deceased Veteran](#)**, you must submit all additional proof required by the [SF15](#), and if applicable, a completed [SF15](#)
. You may request a copy of your Department of Veterans Affairs letter from www.ebenefits.va.gov or call 1-800-827-1000 to establish proof of disability.
4. College transcripts, if qualifying based on education.
5. Documentation for [Interagency/Career Transition Assistance Plan](#) consideration if you are a displaced Federal employee within the local commuting area. You must include: 1) Proof you are a displaced Federal employee, e.g., RIF Separation Notice, Notice of Proposed Removal, etc; 2) SF-50s (Notifications of Personnel Action) showing career/conditional tenure competitive status, promotion potential and duty location; and 3) your most recent performance appraisal. To exercise selection priority, displaced or surplus Federal employees must be rated well-qualified or above 85 on the rating criteria for this position.

Do not submit photographs with your application package. Documents with photographs may not be seen by hiring officials - you must remove your image from any badges, licenses, etc.

Do not upload Adobe portfolio documents. Adobe portfolio documents are not viewable by our agency's staffing offices.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

To apply for this position: You must complete the occupational questionnaire and submit the documentation specified in the Required Documents section below. To receive consideration, the complete application package must be submitted by 11:59 PM (EST) on 01/30/2024. You must provide documentation to support your claim for each eligibility selected. Please review the required documentation listed in the eligibilities language to ensure you submit the appropriate information. Note: You will only be marked eligible for those eligibilities that you selected and provided the appropriate supporting documentation.

WE DO NOT ACCEPT HARD-COPY OR E-MAIL APPLICATION PACKAGES.

1. Select Apply. If you are not logged in, you will be prompted to login or [create an account](#).
2. Prompted to Start the Application Process by selecting "Start Application."
 - [Click here for USAJobs Help with "How to create an application"](#)
 - To **PREVIEW** the application questionnaire, select the following link:
<https://apply.usastaffing.gov/ViewQuestionnaire/12255235>
3. Select or add the resume you want to use for this application. [Click here on how to build a resume in USAJOBS](#).
4. Select documents you want included in this application.
5. Review package to acknowledge your documents were reviewed.
6. Select if you want to include your demographic information.
7. After reading and certifying the application is true and submitted in good faith, select "Continue to Agency Site."
8. Follow onscreen prompts and instructions to complete your application.
9. Add the supporting documents by indexing your documents with the dropdown.
 - Upload any missing required documents or optional documents.
10. Review and Submit Application.
11. While logged in, you can check the status of your application by selecting "+" next to the job title for this position.
12. You can review or revise your application at any point during the open period of the announcement.
 - To update an application, you should log into your USAJOBS account and select "+" next to the job title for this position. Select **"Update Application"** for this job.
 - **Note:** When you click **Update Application**, you will be prompted to re-select your documents from USAJOBS. Documents submitted with the first application will no longer be associated with the applicant record. So it is important that you select all documents you want to use in the re-application.

Please note: The eligibility section of the application process is designed to allow you to choose how you wish to be considered for this vacancy announcement. You will ONLY be considered for the appointment eligibilities that you select. You must provide the supporting documentation to support your claim. Please review the list of documentation provided in the eligibilities language to ensure you provide the appropriate information. You may choose more than one eligibility.

Agency contact information

 Washington Office

Email

waso_shro@nps.gov

Address

Cultural Resources, Partnerships, and Science
1849 C Street, NW
Washington, DC 20240
US

[Learn more about this agency.](#)

Next steps

Once the Occupational Questionnaire is received you will receive acknowledgement that your submission was successful. If you are among the most qualified candidates and your name is referred to the hiring official, you may be contacted directly for a possible interview. You will be notified of the status of your Application Package at the time candidates are referred for consideration, and when the selection process is complete.

To be considered for the position, you must meet all qualifications, including meeting or exceeding the cut score on the required assessments.

Fair & Transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

[Equal Employment Opportunity \(EEO\) Policy](#)

[Financial suitability](#)

[New employee probationary period](#)

[Privacy Act](#)

[Reasonable accommodation policy](#)

[Selective Service](#)

[Signature and false statements](#)

[Social security number request](#)