

**Attachment 3: Amendment to Benchmark
Position Description--Technical Supervision Agreement**

INSTRUCTIONS FOR USE OF THIS ATTACHMENT: *Use this attachment when technical and administrative supervision are provided by different individuals.*

Position Title, Series, Grade

Organizational Location

Employee's Name (if position is occupied)

Position Number

To ensure the professional development of the incumbent and to fulfill the mission of the Resources Careers Professional Development Program, professional positions below the GS-11 level and technician positions at any grade are to receive full technical supervision from a GS-11 or higher level professional in the same or closely related field. The technical supervisor must possess knowledge of professional principles, practices, and methods in that field or a closely related professional field.

Technical supervision is defined as:

- Reviewing and evaluating work products and performance using knowledge of professional principles, practices, and methods on a substantial and recurring basis.
- Providing input to the administrative supervisor in: developing the employee's work goals, plans and assignments; setting priorities; and ensuring production and accuracy requirements are met;
- Providing input to performance standards and ratings;
- Identifying developmental and training needs of the employee.

Technical supervision will be provided by:

Technical Supervisor's Name

Position Title, Series, Grade

Organizational Location

Concurrence with the Agreement:

Signature of Administrative Supervisor Date

Signature of Technical Supervisor Date

Signature of Superintendent Date
Employee's Park

Signature of Superintendent Date
Technical Supervisor's Park