

INCUMBENT DECLARATION
FOR
GS-0401 FIRE MANAGEMENT SPECIALIST

The IFPM Minimum Qualifications Standards and Guide (Standard) was created as a guide for developing future fire managers. By October 1, 2009, all employees in a key fire management position, as described in the Standard, will be required to meet the IFPM Qualification. The data obtained from the Incumbent Declaration will assist management in ensuring every employee affected by the IFPM Standard meets the minimum qualification standards by October 1, 2009.

Employee's Name: _____

Targeted IFPM Position Title: _____ **Grade:** _____

The IFPM Minimum Qualification Standards consist of four components: 1) OPM Qualification Standard Requirements, 2) Specialized Experience Requirements, 3) NWCG Incident Management Qualifications, and 4) Additional Required Training.

1. OPM QUALIFICATION STANDARD REQUIREMENTS

Basic OPM education requirements for the GS-0401 Fire Management Specialist Supplemental Standard are either:

A. Degree: biological sciences, agriculture, natural resource management, or related disciplines appropriate to the position.

OR

B. Combination of education and experience. For the education component of this option, courses would be similar to those obtained in the pursuit of a major in biological sciences, agriculture or natural resources management. At least 24 semester hours are required in biological sciences, natural resources¹, wildland fire management², forestry, or agriculture equivalent to a major field of study, plus appropriate experience or additional education that is comparable to that normally acquired through the successful completion of a full 4-year course of study in the biological sciences, agriculture, or natural resources.

¹ Natural Resources, for these purposes is defined as work in the conservation, management, protection, or utilization of resources in the life sciences arena.

² Courses equivalent to a major in wildland fire management must include adequate scientific content to provide the basis for a professional-level degree. Because of this, courses offered as part of an Applied Science Degree, Associate Degree, or Vocational Certificate may not meet the requirements for upper division course work.

Incumbent will select one of the options below:

I have a Bachelor's Degree: as described in A. above. (Degree must be validated by college transcript. Proceed to Section 2, Specialized Experience)

OR

I have a Combination of Education and Experience: (Identify semester hours of creditable education in the table on Page 2. Creditable education must be validated by college transcript, IQCS Master Record Report, or Course Certificate.)

Incumbents who do not have a degree in an approved discipline must complete the following table. For the education requirement, 24 semester/36 quarter hours of course credit must be obtained in the following broad academic categories. Of the 24 semester/36 quarter hours, 18 semester/27 quarter hours must be upper division courses (typically number 300 or 400 or prefaced with a C or D).

Academic Discipline	Upper Division		Lower Division		¹ Refer to <u>Attachment 1</u> of the GS-401 Supplemental Standard for a list of approved disciplines. (Include college transcript to validate) ² Refer to <u>Attachment 3</u> of the GS-401 Supplemental Standard (Include IQCS Master Record Report and Course Certificates to validate)
	Semester Hours	Quarter Hours	Semester Hours	Quarter Hours	
Biological Sciences					
Natural Resources					
Forestry					
Agriculture					
Wildland Fire Management					
Other Approved Disciplines ¹					
Attachment-3 Courses ²					
Totals					

2. SPECIALIZED EXPERIENCE (“specialized experience” is not the same as the experience obtained in fulfilling the “Combination of Education and Experience” described in the previous section. The specialized experience identified below is in addition to the experience applied toward the basic education requirement, “Option-B”.) The incumbent will indicate below by checkmark the specialized which they have obtained, for the appropriate grade level.

GS-07: Must meet the following:

Experience that demonstrated an understanding of fire behavior relative to fuels, weather and topography and how fire affects natural and cultural resources. Typical assignments included:

- _____ 1. Participating in implementing prescribed fire or fire use plans to ensure resource objectives can be met from a fire management standpoint.
- _____ 2. Developing initial attack incident management strategies and tactics to meet the stated resource objectives.

GS-09: Experience in at least two of the following three categories:

- _____ 1. Experience that demonstrated understanding of fire effects on cultural and natural resources. Assignments must have shown participation in activities such as:
 - *Developing fire management plans to ensure resource objectives can be met from a fire management standpoint.*
 - *Conducting field inspections before and/or after prescribed fires or wildland fires to determine if defined resource objectives have been met.*
- _____ 2. Prescribed Fire/Fuels Management – experience in activities such as:
 - *Professional forest or range inventory methods and procedures (e.g., Brown’s planar intercept for dead down fuels; live fuel loading assessments), or*
 - *Analysis of fuel loadings and determination of appropriate fuel treatment methods and programming, or*
 - *Evaluating prescribed fire plans or fire management plans to ensure fire containment is possible and identify appropriate suppression contingencies if containment is not obtained.*

GS-09 (continued):

3. Fire management operations – analyzing and applying fire management strategies, and experience in at least four of the following activities:

- _____ *Mobilization and Dispatch Coordination*
- _____ *Fire Prevention*
- _____ *Training*
- _____ *Logistics*
- _____ *Equipment Development and Deployment*
- _____ *Fire Communications Systems*
- _____ *Suppression and Preparedness*

GS-11 and above: Experience must have included each of the three fire program management elements as described below:

- _____ 1. Reviewing and evaluating fire mgmt plans for ecological soundness and technical adequacy;
- _____ 2. Conducting field inspections before and after prescribed or wildland fires to determine resource objectives were achieved and/or to evaluate the effectiveness of actions taken; and
- _____ 3. Developing analyses on the ecological role of fire and its use and/or exclusion, and smoke management.

In addition, appropriate experience for the **GS-11 and above** must have included either Prescribed Fire/Fuels Management – **or** – Fire Management Operations as described below:

- _____ 1. Prescribed Fire/Fuels Management – experience in a broad range of activities such as:
 - *Professional forest or range inventory methods and procedures (e.g., Brown’s planar intercept for dead down fuels; live fuel loading assessments);*
 - *Analysis of fuel loadings and determination of appropriate fuel treatment methods and programming;*
 - *Land use planning and environmental coordination;*
 - *Evaluating prescribed fire plans or fire mgmt plans to ensure fire containment is possible and identify appropriate suppression contingencies if containment is not obtained.*
- _____ 2. Fire management operations – analyzing and applying fire management strategies, and experience in at least five of the following activities:
 - _____ *Mobilization and Dispatch Coordination*
 - _____ *Fire Prevention and Education*
 - _____ *Training*
 - _____ *Logistics*
 - _____ *Equipment Development and Deployment*
 - _____ *Fire Communications Systems*
 - _____ *Suppression and Preparedness*
 - _____ *Aviation*

