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## Southern Area Coordinating Group (SACG)

Date: October 3, 2011

### Memorandum

**To:** All Interested Applicants

**From:** Southern Area Coordinating Group

**Subject:** Southern Area Incident Management Team (IMT) Membership/  
Apprentice & Trainee Program Announcement

### REPLY DUE

The Southern Area Coordinating Group is seeking interested qualified applicants from all agencies to fill positions for (2) Type I; and (1) Type II Teams on the Southern Area Incident Management Team (IMT's). Consideration for the Red Type I; Blue Type I; or Type II Team positions will depend on candidate's qualifications and number of applications submitted. It is encouraged to apply for all three positions.

As a member of the Southern Area Incident Management Team, team members will find themselves in an environment characterized by complex wildfires and other natural disaster challenges. This provides opportunity and experience in unique team-oriented decision-making situations, as well as development of personal and professional achievement.

The Southern Area Incident Management Team members will be selected and announced by the Southern Area Coordinating Group in the first quarter of FY 2012. Incident Commanders may elect to place additional candidates in an alternate slot if they are not selected for the primary position for which they applied.

This announcement also solicits applicants interested in apprentice and trainee program assignments. Determination of these positions to be filled will not be known until the collection of qualified candidates is known. Selections will be based on positions for which there are a shortage of qualified applicants.

If you have questions, please direct them to Calvin Miller, Southern Area Coordination Center, Acting Center Manager, [cmiller08@fs.fed.us](mailto:cmiller08@fs.fed.us) or 678-320-3000.

A handwritten signature in black ink, appearing to read 'Calvin Miller'.

Chairperson, Southern Area Coordinating Group

Enclosures (1)

Southern Area Incident Management Team Membership Application Instructions.

SOUTHERN AREA INTERAGENCY INCIDENT MANAGEMENT  
ANNOUNCEMENT/APPLICATION WEBSITE

**ANNOUNCEMENT CLOSES: November 1, 2011**

**OBJECTIVES:**

To build and maintain teams of highly qualified and motivated specialists who are able to manage complex emergency operations in a professional and cost effective manner.

**DATE AND LOCATION OF POSITIONS:**

Individuals selected will be assigned to one of the Southern Area Incident Management Teams. Please indicate which team you are interested in applying for. Assignment will begin approximately **January 1, 2012**

**AREA AND LEVEL OF CONSIDERATION:**

Employees from participating agencies, states, and cooperators in the Southern Area are encouraged to apply. **Individuals currently serving on Teams in the Southern Area do not need to reapply.** This application process is for potential new team members only. Individuals applying for trainee or apprentice positions will be considered for those positions only.

***Duties:***

Individuals selected will be expected to perform at a high level of expertise as a member of an incident management team. Interaction between team members is an absolute necessity when performing in an emergency and often critical incident environment. Specific duties vary with positions and are listed in the Fireline Handbook.

Individuals, when assigned as team members, will be expected to maintain availability for assignment when called and perform in a satisfactory manner in assigned positions.

**TRAINEE/APPRENTICE POSITIONS:**

Trainees and apprentices are selected for Southern Interagency Incident Management Teams to develop individuals to become future team members in positions that have an existing or predicted shortage of qualified personnel. The number of trainees and apprentices combined will not exceed 10. Please review Appendix A (enclosed) for further details relative to how trainees and apprentices will be utilized.

Apprentices should have the potential to become qualified for the target position in three to six years. Trainees will generally be assigned for one (1) year and will be assigned to train in the position for which they apply. Upon the recommendation of the Incident Commander, the Multi-Agency Coordinating Group may elect to retain selected trainees for more than a one year period, dependent upon the achievement of training objectives.

**QUALIFICATIONS:**

Applicants applying for positions must meet Incident Command System qualification standards as published in the 310-1 Wildland Fire Qualification Guide or the Forest Service 5109.17 Fire and Aviation Qualifications and Certification Handbook. Individuals must be functionally qualified at the Type 1 or Type 2 (as applicable) level for the positions they will be applying for and/or filling or indicate on their application that they are applying as an apprentice or trainee. Only material submitted with the formal application will be considered in assessing qualifications.

**SELECTION PROCESS:**

Some of the selection criteria are listed as follows:

- ✓ **EXPERIENCE** – This is both experience in the position the individual is applying for and experience with teams (Southern or others).
- ✓ **OTHER QUALIFICATIONS** - the broader the qualifications – the better.
- ✓ **AVAILABILITY** – Past availability history.
- ✓ **APPLICATION** - Completed applications and possible interviews with the selecting official or their designate.

We will continue to strive to improve ethnic, gender, and agency diversity.

The Southern Area Coordinating Group along with the Incident Commanders will meet to review the applications and select the teams.

**WHERE TO APPLY:**

To complete the on-line application process, open the Southern Area Coordination Center webpage, <http://gacc.nifc.gov/sacc/logistics/overhead/overhead.htm>, click team vacancies and application. This will open the Team Center website. The teams are listed in the third column. Click on the team name to view a list of vacancies for that team. Each vacancy will list a contact person that can answer any position specific questions. The vacancy also provides an on-line application and instructions. If you have questions about the on-line application process, please contact Calvin Miller, Southern Area Coordination Center, Acting Center Manager at 678-320-3000.