

# **SOUTHERN AREA TRAINING WORKING TEAM CHARTER**

## **Mission Statement**

The Southern Area Training Working Team is a standing committee established under the Southern Area Coordination Group (SACG) to provide coordinated direction for wildland fire management training. It will provide an interagency forum for identification, discussion and resolution of issues pertaining to wildland fire training and qualification opportunities within the Southern Area (SA).

## **Purpose and Scope**

1. Address training issues as assigned by SACG including the following:
  - Facilitate SA training needs analysis for 300-400 level courses;
  - Facilitate trainee assignments to ensure qualifications;
  - Facilitate communication between SA cooperators on training issues;
  - Share information on 100-200 level courses;
  - Nomination process for national training;
  - Voice SA training needs at the national level regarding training issues such as: course development and needs and qualifications/standards development and timing of courses being offered;
  - Forest Service Regional Training Specialist is responsible for posting Southern Area courses on the National Fire Training website.
2. The committee will deal only with issues authorized by the SACG that address area-wide issues or national issues that affect the SA. Committee recommendations will be presented to the SACG for approval.

## **Membership**

SATWT will consist of one representative from agencies within the Southern Area as follows:

- States' South Central Compact;
- States' Southeastern Compact;
- National Park Service;
- U. S. Fish and Wildlife Service;
- Bureau of Indian Affairs;
- USDA - Forest Service Field Units;
- USDA - Forest Service, Regional Office.

All travel and administrative costs for members will be paid for by each member's home Unit or Compact as so designated.

## **Tenure**

Training Committee members will serve a minimum two-year commitment.

## **Officers**

The Training Committee will select a Chairperson and a Vice-Chairperson.

- The tenure for the Chair and Vice-Chairperson is two years.
- The Vice-Chairperson will rotate into the Chairperson position on January 1.
- A new Vice-Chairperson will be elected from the membership when vacated.

## Responsibilities and Duties

### Chairperson

- Responsible for administrative action to ensure completion of the Committee mission.
- Receives issues for study and resolution from SACG with clear identification of the tasks to be completed and the proposed due date.
- Informs the SACG of training issues and concerns from both the membership and national levels.
- Assigns ad hoc work groups and makes assignments to Committee members.
- Ensures dissemination of Committee minutes, reports and training information to the SACG and SA training community.

### Review of Charter

The Southern Area Training Working Team Committee Charter is a working document and will evolve and change as needed.