



Department of Interior

Bureau of Land Management
Idaho, Nevada, Utah, Arizona

Bureau of Indian Affairs
Western Region

National Park Service
Interior Regions 6, 7 and 8
Interior Regions 8, 9, 10 and 12

U.S. Fish and Wildlife Service
Interior Regions 5/7
Interior Regions 8/10
Interior Regions 9/12

Department of Agriculture

U.S. Forest Service
Intermountain Region 4

State Agencies
Idaho
Nevada
Utah

September 25, 2024

GBCG Correspondence # 2024-12

To: Chair, Great Basin Operations Committee
From: Chair, Great Basin Coordinating Group
Subject: Recruitment for Incident Commander and Incident Commander Trainees for the Great Basin Geographic Area Complex Incident Management Teams

Reply Due – October 31, 2024

The Great Basin Coordinating Group is soliciting nominations for Complex Incident Commanders. (IC), Deputy ICs, and IC Trainees to lead Great Basin Complex Incident Management Teams (IMT) for 2025. The intent of this announcement is to recruit applicants for these positions.

Available Positions:

- Complex Incident Commanders for a three-year term.
- Complex Deputy Incident Commanders for a one-year term.
- Complex Trainee Incident Commanders for a one-year term. All Great Basin ICCI trainees will be vetted through this process and the Great Basin Priority trainee program will not be utilized for this position.

Determinations will be made by the Great Basin Coordinating Group based on number of deputy applicants and other pertinent considerations.

Duties: Individuals will be expected to perform with a high level of functional and managerial expertise as an IC, Deputy IC, and/or IC Trainee. Individuals will lead and manage a Complex Incident Management Team. Professional interaction between team members, cooperators, and stakeholders is an absolute necessity when performing in an emergency (and often critical) incident situation. Strong leadership capability is key, with a particular skill demonstrating the ability to build a strong team, create solid cohesion, and use an inclusive approach in leading and mentoring.

Qualifications: All applicants MUST meet qualifications using the current National Wildfire Coordinating Group (NWCG) [Wildland Fire Qualification System Guide 310-1](#). Certification of applicant qualification by a Certifying Officer must be submitted (Attachment Form 1). The applicant must address the Knowledge, Skills & Abilities to demonstrate the necessary leadership and communication skills required for this important leadership assignment. The KSA responses do not need to be lengthy, but concise and informative descriptions of the applicant's capabilities.

Duration: The selected IC candidates will fill the position for three years; other candidates will fill the positions for one year. On call rotation will be determined by the Great Basin Operations Committee. For additional information refer to Great Basin IMT Standard Operating Guide located at: <http://gacc.nifc.gov/gbcc/overhead.php>.

How to apply:

Each applicant must provide the following:

1. *Completed attached Form 1, **2025 GREAT BASIN INCIDENT COMMANDER NOMINATION FORM**. Certifying officials must certify applicant qualifications are correct.*
2. Response to KSA's for the 2025 Great Basin IC application
3. *Copy of your latest IQCS/IQS Report.*

(All applications will be submitted to: Marty Adell (ID BLM) at madell@blm.gov)

Methods of evaluation and selection: The Great Basin Operations Committee is responsible for reviewing the applications for completeness and applying ranking criteria to determine the best-qualified candidates. Selections will be made by the Great Basin Coordinating Group. Selections will be made solely based on applicant merit, fitness, and qualifications. All applicants will receive consideration without regard to race, color, age, sex, marital status, religion, national origin, political affiliation, handicap, or other non-merit factors. The Great Basin Coordinating Group Chair is responsible for notification of selection and non-selections.

Questions may be directed to the Chairperson of the Great Basin Operations Committee Marty Adell at 208-510-7797.

Brett Ostler

[Brett Ostler \(Sep 26, 2024 08:24 MDT\)](#)

Brett Ostler

Chair, Great Basin Coordinating Group

Enclosures (2):

Great Basin Incident Commander Nomination Form

Incident Commander Knowledge, Skills, and Abilities (KSA's)

2025 GREAT BASIN INCIDENT COMMANDER NOMINATION FORM

APPLICANT BASIC INFORMATION:

Applicant Name: _____ Sponsoring Agency: _____

Dispatch Center (i.e., ID-PAC): _____ Unit Identifier (i.e., ID-PAF): _____

Phone: _____ Cell Phone: _____

Office Fax: _____ E-Mail: _____

Portal-Portal: YES NO

New Applicant: YES NO Reapplying: YES NO

Team Name: _____

POSITION(S) APPLIED FOR: (Be certain to list ALL positions that you would like to be considered for)

PREFERENCE	POSITION NAME	TEAM TYPE (IMT1, IMT2)	POSITION STATUS (Primary, Secondary)
1.			
2.			
3.			

CURRENT INCIDENT QUALIFICATION AND CERTIFICATION SYSTEM (IQCS) MASTER RECORD OR AGENCY EQUIVALENT MUST BE ATTACHED.

COMMENTS:

ALL RISK PARTICIPATION*:

APPLICANT SIGNATURE:

A selected applicant in the Depute IC and/or Incident Commander Trainee position is committed for 1 year as a member of an Incident Management Team.

Signature: _____ Date: _____

Printed Name: _____

I concur with the goals, commitment, and availability of the applicant for the position(s) applied.

AGENCY REPRESENTATIVE APPROVAL:

Agency Representative Signature: _____ Date: _____

Printed Name: _____

Title: _____

SUPERVISORY APPROVAL SIGNATURE:

Immediate Supervisor's Signature: _____

Printed Name: _____ Date: _____

AND

Sponsoring Agency Fire Management Officer: _____

Printed Name: _____ Date: _____

Applicant or Supervisor's Remarks/Comments:

REVIEW AND REFERRAL FOR OUT OF GEOGRAPHIC AREA RESOURCES:

I have reviewed this application and the candidate is qualified for the position(s). I acknowledge and approve that this individual has applied for a position on an out of area Incident Management Team.

Geographic Area Coordinating Group Approval Signature: _____

Printed Name: _____ Date: _____

Great Basin Center Manager: _____

Printed Name: _____ Date: _____

CURRENT INCIDENT QUALIFICATION AND CERTIFICATION SYSTEM (IQCS) MASTER RECORD OR AGENCY EQUIVALENT (IQS) MUST BE ATTACHED.



Basin Incident Commander, Deputy Incident Commander, and Trainee

KNOWLEDGE, SKILLS, AND ABILITIES:

KSA 1: Describe your knowledge of complex wildfire incident management principles and practices; your experience in analyzing the complexities of emerging incidents (including managing and sharing risk assessments with an Agency Administrator); as well as your ability to interpret: laws, procedures, federal fire policy, and regulatory standards related to wildland fire situations.

KSA 2: Describe your experience and ability to plan, coordinate, lead, and manage a diverse team during complex wildfire incident management assignments.

KSA 3: Describe your skills in effective communication when managing a wide variety of relationships and interactions with agency administrators, stakeholders, partners, cooperators, coordination centers, and entities such as Area Command, and Complex Incident Management Teams.

KSA 4: Explain your commitment to and experience with succession planning to ensure the perpetuation of GB IMT's into the future.