



Arizona Department of Forestry and Fire Management
Bureau of Indian Affairs: Southwest, Navajo, Western Regions
Bureau of Land Management: Arizona, New Mexico
National Park Service, Intermountain Region
New Mexico State Forestry Division
U. S. Fish and Wildlife Service, Region 2
U. S. Forest Service



2026 Southwest Area Buying Team Leadership Recruitment Notice

Reply Due: SEPT. 15, 2025

To: Candidates for Buying Team Leaders, Deputies, and Trainees
From: Southwest Coordinating Group (SWCG)

The mission of Buying Teams (BUYT) in the Southwest is to provide Agency Administrators and their staff with organized, qualified personnel to support incident acquisition for procuring a wide range of services and supplies, as well as renting land and equipment during emergency events. Southwest BUYTs work closely with Complex Incident Management Teams in providing for incident needs and procurement expertise consistent with federal and state acquisition policies.

Southwest BUYTs are managed by the SWCG under the Southwest Geographic Area Buying Team Operating Guidelines, and the Southwest Interagency Standards for Resource Mobilization. All Buying Team Leaders (BUYL) and Deputies must apply to be considered and endorsed by the SWCG.

A Southwest BUYT that meets National Buying Team Configuration Standards will also be considered for National assignments. Depending on applicant interest and qualifications, Geographic BUYTs may also be established. Once BUYL(s) are selected and team rosters are confirmed, each team will be expected to adhere to the adopted configuration and availability standards as outlined in the Table below.

| | SWA National BUYT Standards | SWA "Geographic" BUYT Standards |
|--------------------------------------|---|--|
| Basic Team Configuration | Nine to ten core positions: 1x BUYL, 5- 6x BUYMs, 1x support personnel, and 2-3x trainees | Five to six core positions: 1x BUYL, 3x BUYMs, and 1-2x trainees |
| Warrant Authority Requirements | Two procurement specialists/ contracting officers with a minimum of \$100,000 warrant authority (someone with a \$1-million warrant authority is encouraged and recommended). | One procurement official with a minimum of \$50,000 warrant authority. |
| Purchase Card Authority Requirements | Three members must have Purchase Card authority and completed any applicable agency training requirements. | Two members must have Purchase Card authority and completed any applicable agency training requirements. |
| Availability Period | March 1 – October 31 | April 1 - August 31 |

The SWCG is seeking applications for Southwest BUYT Leadership to serve as BUYL, Deputy BUYL, and BUYL Trainees. SWCG is recommending each BUYT be equipped with a fully qualified BUYL Deputy, to help the Primary Leader and ensure team availability throughout the season.

Primary BUYLs will be selected on an annual basis and can be extended on a year-to- year basis (based on satisfactory performance evaluations and SWA needs). Deputy BUYLs and trainees will be selected for a one-year term. Understanding the commitment and impact to the applicant's home unit, SWCG is receptive to having shared BUYL positions to lead a team.

Once selected, all Primary BUYLs and Deputy BUYLs will work with SWCG and the SWA Incident Business Committee (SWA-IBC) to recruit and develop their interagency team roster. The recruitment and application process for team members will be completed in November. In December BUYLs, SWCG, and the SWA-IBC will meet to finalize each team's roster (including the selection of all primary and alternate positions).

Team rotation and dispatching for each BUYT will be coordinated by the Southwest Coordination Center (SWCC). Generally, each team has been committed to a 2-week on-call schedule/2-week off-call rotation in the past; however, team rotations will not be set until the number of sanctioned teams is ascertained.

All BUYL applicants must be fully qualified as a BUYL by their agency, including having completed the BUYL task book as well as meeting any additional agency-specific certification requirements. The applicant must also have approval from their supervisor and line officer to make the necessary commitment to meet the National and GACC assignment needs per an established rotation.

Forest Service applicants must be recommended by the Regional Director of Acquisitions and carry Federal Delegation acquisition authority to obligate government funds of \$100,000 or greater (or have a signed waiver).

The link to the Southwest Area Buying Team Leadership Application can be found here:

[2026 Southwest Buying Team Leader Application Form](#)